



Minutes

Council Meeting

Monday 8 December 2025, 7:00 pm

Dandenong Civic Centre, 225 Lonsdale Street,
Dandenong, Victoria 3175

greaterdandenong.vic.gov.au



COUNCIL OBLIGATIONS AND AGENDA REPORTS

Council has several obligations in relation to its Community Vision, Council Plan, Instruments of Legislation and Council policy. These are summarily considered in each Agenda report and further details are added as required. The obligations are as follows:

Community Vision 2040 ([Community Vision | Greater Dandenong Council](#))

After consultation with the Greater Dandenong community on what kind of future they wanted for themselves and our city, the Greater Dandenong People's Panel developed a new Community Vision for 2040:

*The City of Greater Dandenong is a home to all.
It's a city where you can enjoy and embrace life through celebration and equal opportunity.
We harmonise the community by valuing multiculturalism and the individual.
Our community is healthy, vibrant, innovative and creative.
Our growing city is committed to environmental sustainability.
Welcome to our exciting and peaceful community.*

Reports in this Agenda will identify when any of the above principles are relevant.

The Council Plan 2025-29 ([Council Plan 2025-29 | Greater Dandenong Council](#))

The Council Plan describes the kind of future the Council is working for, and how Council will do this over four years. The Council Plan has the following key strategic objectives:

- *A socially connected, safe and healthy city*
- *A city that respects and celebrates diversity, our history and the arts*
- *A city of accessible, vibrant centres and places*
- *A green city committed to a sustainable future*
- *A city that supports business, entrepreneurship, quality education and employment outcomes*
- *A Council that demonstrates leadership, responsible use of public resources, and a commitment to investing in the community.*

Reports in this Agenda will identify when any of the above principles are relevant.

The Overarching Governance Principles of the Local Government Act 2020

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles. These are:

- a) Council decisions are to be made and actions taken in accordance with the relevant law;
- b) priority is to be given to achieving the best outcomes for the municipal community, including future generations;
- c) the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted;
- d) the municipal community is to be engaged in strategic planning and strategic decision making;
- e) innovation and continuous improvement are to be pursued;
- f) collaboration with other Councils and Governments and statutory bodies is to be sought;
- g) the ongoing financial viability of the Council is to be ensured;
- h) regional, state and national plans and policies are to be taken into account in strategic planning and decision making;
- i) the transparency of Council decisions, actions and information is to be ensured.

Also, in giving effect to the overarching governance principles above, a Council must take into account the following supporting principles:

- a) the community engagement principles (section 56);
- b) the public transparency principles (section 58);
- c) the strategic planning principles (section 89);
- d) the financial management principles (section 101);
- e) the service performance principles (section 106).

Reports in this Agenda will identify when any of the above principles are relevant.



The Gender Equality Act 2020

The *Gender Equality Act 2020* came into operation on 31 March 2021 and requires councils to take positive action towards achieving workplace gender equality and to promote gender equality in their policies, programs and services. The objects of the Act are as follows:

- a) to promote, encourage and facilitate the achievement of gender equality and improvement in the status of women; and
- b) to support the identification and elimination of systemic causes of gender inequality in policy, programs and delivery of services in workplaces and communities; and
- c) to recognise that gender inequality may be compounded by other forms of disadvantage or discrimination that a person may experience on the basis of Aboriginality, age, disability, ethnicity, gender identity, race, religion, sexual orientation and other attributes; and
- d) to redress disadvantage, address stigma, stereotyping, prejudice and violence, and accommodate persons of different genders by way of structural change; and
- e) to enhance economic and social participation by persons of different genders; and
- f) to further promote the right to equality set out in the Victorian Charter of Human Rights and Responsibilities and the Convention on the Elimination of All Forms of Discrimination against Women.

Council is obligated to think about how its programs and services affect different people and different communities and how we can avoid reinforcing unintentional inequalities. Reports authors must consider the requirements of the *Gender Equality Act 2020* and Council's Diversity, Access and Equity Policy when asking Council to consider or review any issues which have a direct or significant impact on members of the Greater Dandenong community.

Victorian Charter of Human Rights and Responsibilities

Council, Councillors and members of Council staff are a public authority under the *Charter of Human Rights and Responsibilities Act 2006* and, as such, are all responsible to act in accordance with the *Victorian Charter of Human Rights and Responsibilities 2006* (the Charter). The Charter is founded on the following principles:

- human rights are essential in a democratic and inclusive society that respects the rule of law, human dignity, equality and freedom;
- human rights belong to all people without discrimination, and the diversity of the people of Victoria enhances our community;
- human rights come with responsibilities and must be exercised in a way that respects the human rights of others;
- human rights have a special importance for the Aboriginal people of Victoria, as descendants of Australia's first people, with their diverse spiritual, social, cultural and economic relationship with their traditional lands and waters.

Given this municipality's diversity and inclusiveness, when developing or preparing a report for Council consideration, report authors are required to ensure their report is consistent with the standards set by the Charter.



Consideration of Climate Change and Sustainability

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

In January 2020, this Council joined a growing number of cities around Australia and declared a “Climate and Ecological Emergency” and committed this Council to emergency action on climate change. Council has developed a Climate Change Emergency Strategy and Action Plan 2020-30 to help the City of Greater Dandenong become a resilient, net zero carbon emission city with an active community prepared for the challenges of changing climate.

When developing or preparing a report for Council consideration, report authors are required to consider what impacts their issue has on Council's Declaration on a Climate and Ecological Emergency, Council's Climate Change Emergency Strategy and the requirements of the *Local Government Act 2020* in relation to the overarching principle on climate change and sustainability.

Related Council Policies, Strategies or Frameworks

Report authors will consider how their report aligns with existing Council policies, strategies, frameworks or other documents, how they may affect the decision of this report or are relevant to this process.



Supporting Documents

Attachments for reports included in these Minutes can be found within the corresponding Agenda document on Council's website <https://www.greaterdandenong.vic.gov.au/council-meetings>.

Your Councillors

[Mayor Sophaneth \(Sophie\) Tan](#)

[Cr Bob Milkovic](#)

[Deputy Mayor Phillip Danh](#)

[Cr Sean O'Reilly](#)

[Cr Isabella Do](#)

[Cr Loi Truong](#)

[Cr Lana Formoso](#)

[Cr Melinda Yim](#)

[Cr Rhonda Garad](#)

[Cr Alice Phuong Le](#)

[Cr Jim Memeti](#)



We acknowledge the Traditional Owners and Custodians of this land, the Bunurong People, and pay respect to their Elders past and present.

We recognise and respect their continuing connections to climate, Culture, Country and waters.



(03) 8571 1000



council@cgd.vic.gov.au



greaterdandenong.vic.gov.au



TTY: 133 677

Speak and listen: 1300 555 727

Online: relayservice.gov.au



TIS: 13 14 50



Acknowledging
Bunurong Country

Follow us:





TABLE OF CONTENTS

1	MEETING OPENING	8
1.1	OPENING OF MEETING BY CHAIR	8
1.2	ATTENDANCE	8
1.3	ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS OF LAND	9
1.4	OFFERING OF PRAYER, REFLECTION OR AFFIRMATION	9
1.5	CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS	10
1.6	DISCLOSURES OF INTEREST	10
2	OFFICERS REPORTS - PART 1	11
2.1	PETITIONS AND JOINT LETTERS	11
2.1.1	Petitions and Joint Letters	11
3	PUBLIC QUESTION TIME	12
4	OFFICERS REPORTS - PART 2	25
4.1	PROCUREMENT	25
4.1.1	2526-09 Banking and Customer Payment Services Contract	25
4.2	POLICY AND STRATEGY	34
4.2.1	Policy review- Councillor Contact with Developers, Submitters & Lobbyists	34
4.2.2	Review of Council Policies for Abolishment	37
4.3	FINANCE AND BUDGET	41
4.3.1	2025-26 Mid-Year Budget	41
4.4	OTHER	50
4.4.1	Disability Advisory Committee Terms of Reference	50
4.4.2	Draft Minutes of Advisory Committee Meetings	53
4.4.3	Dandenong Community Hub - Concept Design	56
4.4.4	Dog Off-Leash Strategy 5 Year Review	67
4.4.5	Appointment of Councillors to Taylors Road Landfill Committee	73
4.4.6	Re-appointment of Director - Dandenong Market Pty Ltd (DMPL)	75
4.4.7	List of Registered Correspondence to Mayor and Councillors	78
4.4.8	Report on Matters Discussed at Councillor Briefing Sessions and Pre Council Meetings	79



5	NOTICES OF MOTION	84
6	REPORTS FROM COUNCILLORS/DELEGATED MEMBERS AND COUNCILLORS' QUESTIONS.....	85
7	URGENT BUSINESS	94
8	CLOSE OF BUSINESS	95



1 MEETING OPENING

1.1 OPENING OF MEETING BY CHAIR

Cr Sophie Tan opened the Meeting at 7.00pm.

1.2 ATTENDANCE

Apologies

Cr Lana Formoso, Cr Jim Memeti, Cr Loi Truong.

Councillors Present

Cr Sophie Tan, Mayor (Chair)
Cr Phillip Danh, Deputy Mayor
Cr Rhonda Garad, Cr Alice Phuong Le,
Cr Bob Milkovic, Cr Sean O'Reilly, Cr Melinda Yim.

Officers Present

Jacqui Weatherill, Chief Executive Officer; Sanjay Manivasagasivam, Executive Director City Futures; Marcus Forster, Acting Executive Director Community Strengthening; Yuri Guzman, Chief Customer and Information Officer; Michael Tonta, Manager Governance, Integrity, Legal & Risk, Marjan Hajjari, Executive Director Strategy & Corporate Services; Kirsten Geri, Acting Chief Financial Officer.



1.3 ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS OF LAND

Those who wish to stand for the acknowledgement to country are welcome to do so.

We acknowledge the Traditional Custodians of this land, the Bunurong People, and pay respect to their Elders past and present.

We recognise and respect their continuing connections to climate, Culture, Country and waters and we also pay our respect and acknowledge all Aboriginal and Torres Strait Islander peoples and their Elders present here today, in acknowledging their journey.

1.4 OFFERING OF PRAYER, REFLECTION OR AFFIRMATION

All remained standing as Father Bruce Duncan, a member of the Catholic Faith, read the following:

"We gather united in wonder at the mysterious transcendence that sustains our whole human race and the entire universe. People in all cultures have used many names for this hidden presence in our hearts. Many of us term this mystery God. Our Aboriginal peoples have always felt strongly the great Creator Spirit sustaining all living creatures and the very Earth we live on. With great respect we honour the earnest search in our various beliefs and religious traditions for truth, justice and peace among all peoples. We ask the Father of us all that we may truly learn to live as brothers and sisters in the one great family. May we truly recognise the dignity of every single person, especially the sick or excluded. Father of our human family, open our hearts to those in pain or distress, refugees and asylum seekers Inspire in us dreams to work together for a better world, a world free from hunger, poverty and violence. May our eyes be open to the goodness and beauty around us in this land of Australia, a marvellous gift for us to treasure and protect. And may we walk together with our Aboriginal sisters and brothers in the long overdue journey of Treaty and Truth-telling in our land. Finally, may all who contribute to love and understanding through our Interfaith Networks be truly blessed in their life and families"



1.5 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Meeting of Council held 24 November 2025.

Recommendation

That the Minutes of the Meeting of Council held 24 November 2025 be confirmed.

MINUTE No.266

Moved by: Cr Rhonda Garad

Seconded by: Cr Phillip Danh

That the Minutes of the Meeting of Council held 24 November 2025 be confirmed.

CARRIED 7 / 0

1.6 DISCLOSURES OF INTEREST

Cr Sophie Tan disclosed a direct material conflict of interest of a non-pecuniary nature (s 128 of the *Local Government Act 2020*); in item 4.1.1 - Contract 2526-09 for Supply of Banking and Customer Payment Service by Commonwealth Bank of Australia (CBA) as they are an employee of CBA. Cr Sophie Tan left the Chamber prior to discussion and voting on this item.



2 OFFICERS REPORTS - PART 1

2.1 PETITIONS AND JOINT LETTERS

2.1.1 Petitions and Joint Letters

Responsible Officer: Manager Governance, Legal & Risk
Attachments: 1. Petitions & Joint Letters [2.1.1.1 - 1 page]

Officer Recommendation

That this report and its attachment be received and noted.

Executive Summary

1. Council receives a number of petitions and joint letters on a regular basis that deal with a variety of issues which have an impact upon the City.
2. Issues raised by petitions and joint letters will be investigated and reported back to Council if required.
3. A table containing all details relevant to current petitions and joint letters is provided in Attachment 1. It includes:
 - a) the full text of any petitions or joint letters received;
 - b) petitions or joint letters still being considered for Council response as pending a final response along with the date they were received; and
 - c) the final complete response to any outstanding petition or joint letter previously tabled along with the full text of the original petition or joint letter and the date it was responded to.

Petitions and Joint Letters Tabled

4. Council received one (1) new petition and no joint letters prior to the Council Meeting of 8 December 2025.

Note: Where relevant, a summary of the progress of ongoing change.org petitions and any other relevant petitions/joint letters/submissions will be provided in the attachment to this report.

MINUTE No.267

Moved by: Cr Rhonda Garad
Seconded by: Cr Bob Milkovic

That this report and its attachment be received and noted.

CARRIED 7 / 0



3 PUBLIC QUESTION TIME

Chief Executive Officer, Jacqui Weatherill read the following:

Phillip Lamaro has raised three questions relating to an alleged breach of Privacy and to maintain Privacy regarding the matter I do not propose to read out the questions tonight. The matter is being investigated by Council's Privacy Officer who will liaise directly with Phillip Lamaro.

Question

Tina Congues, Dandenong

The Dandenong Community Hub report talks a lot about the constraints of the site. However, despite asking many times over many consultations, the community have not been given a clear reason why the whole of the King Street, Sleeth Avenue, Clow Street and Stuart Street can't be used.

Why can these not be used?

Response

Sanjay Manivasagasivam, Executive Director City Futures

On Monday September 13 2021 Council carried the following motion:

The Council progresses with the development of a concept plan and business case for the Dandenong community hub for the southern end of the site bordered by Clow Street, Stuart Street and Sleeth Avenue.

In response to this motion, the Dandenong Community Hub design has been positioned within the southern half of the identified area. Areas outside of this section will be planned and considered as part of the market precinct plan. For more space to be available beyond the identified site, it would require a new resolution of Council.

Question

Silvia Mastrogiovanni, Dandenong

Why is the belief being presented in the report on the Dandenong Community Hub Concept Design that Dandenong only needs a hub the size of Keysborough Community Hub, which was built with the needs of the 15,000 Keysborough South residents in mind whereas Dandenong has 30,000 residents and previous Council reports have estimated that Dandenong will have a population of 50,000 by 2050?

Downsizing the hub is not planning for the future of Dandenong as a big place where a lot of people live in high density housing without much indoor space or green space.

Response

Sanjay Manivasagasivam, Executive Director City Futures

The size of the Dandenong Community Hub must be considered in relation to its location, surrounding facilities, and intended use.

While the population of Dandenong is larger than that of the surrounding suburbs and is expected to grow further, the area is also currently well-served by a variety of community spaces.

The Dandenong Community Hub must be designed to complement existing facilities and be financially sustainable.



Question

Silvia Mastrogiovanni, Dandenong

Can I have a clarification of what the existing facilities you have for the residents of Dandenong.

Response

Sanjay Manivasagasivam, Executive Director City Futures

There are several facilities in Dandenong, including the Dandenong Civic Centre, The Drum Theatre, and Dandenong New Art, as well as the Dandenong Wellbeing Centre, which is currently under construction.

These facilities are all located in Dandenong, not Keysborough

The questioner asked follow up questions on this topic that the officer responded to.

Question

Silvia Mastrogiovanni, Dandenong

The report on the Dandenong Community Hub says there will be further consultation on the concept design for the Dandenong Community Hub.

What will be the nature and timing of that including what IAP2 level?

Response

Sanjay Manivasagasivam, Executive Director City Futures

Community consultations for the Dandenong Community Hub Project will take place in 2026 at key stages of the design process, adhering to Councils policies and guidelines.

There is an item being considered by Council tonight. Part of that motion notes that the co-design process is completed.

If the proposed motion is passed as set out in the agenda and noting, it mentions an accelerated program towards a revised design; then there will not be further co-design activities in coming months.

However, there is a commitment to draw on the valuable and valued contributions and inputs from the co-design processes to date

Question

Mon Singh, Dandenong

The officer recommendations for Item 4.4.3 are vague and confusing, what exactly are Councillors agreeing to allow Council officers to do and not to do?

Response

Sanjay Manivasagasivam, Executive Director City Futures

Agenda item 4.4.3 Dandenong Community Hub - Concept Design is seeking approval from Council to redesign the Hub to ensure it is comparable in size and budget to the Keysborough Community Hub, while preserving all the core requirements set out in the 2021 Council resolution and the valuable contributions from the co-design process.

This approach ensures that the Dandenong Community Hub project is financially sustainable and best positioned for attracting the necessary state /federal government funding.



Question

Mon Singh, Dandenong

The Dandenong Community Hub report says that to best position the project against the many others competing for funds during the 2026 elections, a range of promotional assets will be needed including broad community support.

Why is the community therefore now being cut out of meaningful input into a complete redesign of the building?

Response

Sanjay Manivasagasivam, Executive Director City Futures

Community consultations for the Dandenong Community Hub Project will take place in 2026 at key stages of the design process, adhering to Councils policies and guidelines.

The contributions made to date will also be taken into account in informing a revised design.

Question

Sue Smith, Dandenong

The recommendations in the council report on the Dandenong community hub seem to be giving council officers a blank check to change the major decisions at the council meeting held on 13th of December 2021 regarding the features of the building.

They also appear to change decisions of the 11th of April 2023 regarding the number of levels of the building, without any community consultation.

Is this correct? And why is this being done without community consultation?

Response

Sanjay Manivasagasivam, Executive Director City Futures

The report recommends redesigning the scale of Dandenong Community Hub to be financially sustainable, while utilising the co-design input as a crucial foundation.

The inputs from community members in previous consultations are important and should be taken into consideration. However, the report and proposed motion being considered by Councillors tonight takes note of the considerable size and cost increases that have amended the design in the course of the last few years.

It is appropriate to 'check in' on a major project along the way. And sometimes, to recalibrate a project in line with changing conditions, including financial and advocacy contexts. Councillors will consider and debate this matter this evening.

Question

Sue Smith, Dandenong

The report on the Dandenong Community Hub co-design recommends the multi-level design be revisited. How can the Council do that when in the consultation 3 years ago, 76% of participants rejected a multi-level design for the Dandenong Community Hub?

Response

Sanjay Manivasagasivam, Executive Director City Futures

Council will review the reports tonight. It is normal to reassess big projects. If they decide to pursue a multi-story design, staff will investigate what comes next.



Question

Luca, Dandenong North

Two young girls from Lyndale United ask a valid question in regard to the upgrade of Lyndale Secondary College sporting ovals with a very vague response to it about funding.

At the last meeting, council approved a master plan for Lois Twohig upgrade without amending any of the changes Lyndale United requested, making it not fit for purpose for a club with mixed genders and 250 players.

As a result, Council urgently needs to commit to upgrading the college grounds as Lyndale United's projected playing roster is expected to grow to 420 players by 2030 with half being female.

When will Council start taking this club seriously and needs of the community which it serves?

Response

Marcus Forster, Acting Executive Director Community Strengthening

At the 24 November 2025 Council Meeting, Council endorsed the Lois Twohig Reserve, high level masterplan, following several rounds of engagement with resident sporting clubs, and community feedback regarding the multi-use of the reserve.

Noting that Louis Twohig is a multi-sport recreation facility, that currently encompasses passive and active recreation, as well as playground facilities. It is also important to note that there are site constraints, due to a retarding basin designated within the reserve.

The masterplan has been designed to reflect the needs of all users and community feedback and set out indicative spaces for future detailed design and development, should future funding allow.

Specifically, the masterplan notes that to accommodate the needs of resident clubs, the facility will offer over 1,000m² of shared social space, including multi-use rooms, storage, mixed gender change facilities and service areas, for optimal functionality. The pavilion also includes plaza areas designed for gatherings, events, and community activations.

Additional engagement will occur with resident clubs, should there be funding available for a detailed design process, at that time, noting that the masterplan process does not go into the specific details.

We listened carefully to the young footballers who came to ask their questions recently.

We also acknowledged that not all feedback from Lyndale Football Club could be applied or incorporated in the finalisation of the masterplan, specifically, the proximity of gum trees in relation to light towers, and the proximity of the youth/child precinct, from the active recreational facilities, purely primarily due to planning constraints.

Officers consider the initial masterplan sets out to balance the needs of all users, and while additional engagement will need to occur in future development phases, we are comfortable with the current outlay of the site.



Question

Gaye Guest, Keysborough

The last Council meeting for 2025 and real local issues have not been addressed.

The CEO, Executive officers and Councillors have all been sent alarming photos of the state of the Springvale underpass and the images that are now circulating even on Facebook show that despite our rates being spent on the upgrade of Springvale boulevard the town centre has been plunged into third world standards.

The agnostic attitude from those that need to agitate to get these conditions cleaned up is alarming. We cannot wait till stage 3 of this project when there is no money and no set date for this to commence.

No longer can we tolerate inactive representation over these matters and lack of empathy from the residents of Springvale who think it is ok to accept this type of behaviour is beyond comprehension.

The two ward Councillors need to be proactive in finding a solution and should be leading the campaign. All holidays need to be cancelled until there is a solution and Springvale overall is cleaned up - streets, lanes and underpass. This is simply a blight on our local community and municipality.

Who is responsible for the cleansing of these areas?

Response

Sanjay Manivasagasivam, Executive Director City Futures

Maintenance and cleaning of the Springvale Road underpass is a Council responsibility. Our in-house crew litter picks the underpass daily (7 days per week) with pressure washing and dumped rubbish removal occurring on a reactive/as needed basis. These activities are further supplemented with contracted services including graffiti removal (as required) and footpath scrubbing (twice yearly).

It is acknowledged that the underpass has not been presenting to its usual standards over the past few weeks. Two homeless individuals set up camp in the underpass due to the unseasonably wet weather conditions, bringing with them several shopping trolleys filled with clothing, bedding, food, cardboard and other items of rubbish.

Council staff have been unable to clean up the area as the individuals became hostile and aggressive when approached. We have been working with Launch Housing and VicPol to support these individuals who have now moved on from the underpass.

Council cleansing staff attended the Springvale underpass early Saturday morning to remove the rubbish and clean up the site.



Question

Gaye Guest, Keysborough

I have sat in on 4 planning panels about real long term local issues and realise that these opportunities are in actual fact shams as behind closed doors in ivory towers our city's future has been mapped out by so called experts who have no idea about the overall impact their designs will have on future generations.

The latest Engage Victoria webinar was a perfect example and because the first link did not work our community was the last to be informed with 1 days' notice of F2F consultation. 2 sessions were offered, and 1 person turned up and had 8 staff to herself.

What stood out when other community consultations on the same topic had up to 60 attendees in other council areas is the lack of interest of our residents in what our future holds and how our MPs, Councillors and Council use this to their advantage to push through inferior decisions and give us infrastructure that new residents have left behind in their home countries.

Council and Councillors have not yet been involved in this process so I am here to tell you that buildings like 51A Douglas St have no place in our communal living, and the 2 Councillors can stop telling us that we have had a gift from State Government for infrastructure when we have been clearly set up and groomed for a grim future.

Will City of Greater Dandenong (CGD) follow Kingston and start standing up for their suburbs designated to be destroyed by Engage Victoria's ill-thought-out proposal should we be one of the target zones?

Response

Sanjay Manivasagasivam, Executive Director City Futures

Thank you for your comments, Gaye.

We assumed you are referring to the recent consultation run by the State Government for their Activity Centre's program.

Before the consultation commencing, Council officers advised the State Government of the barriers faced by our community and the need to allow sufficient time and space for people to participate, including the importance of communicating with a large proportion of people who do not have English as their first or main language.

Feedback on the design or promotions of these consultation sessions should be directed to the Department of Transport and Planning. We will pass on your comments but encourage you to also reach out to them directly.

Regarding the Activity Centre Plans that will result from this, Council officers have been and continue to engage with the State Government to outline the specific opportunities and challenges in the Greater Dandenong activity centres, and to advocate for the best possible outcomes for our community.



Question

Gaye Guest, Keysborough

Nowhere should anyone be considering the hub design until the Dandenong Market Master plan is known. These 2 will co habitat in the same precinct so let's make informed decisions moving forward instead of in isolation.

We presently have 22 civic spaces in CGD, and we need an audit to assess their usage as well.

Nowhere in the focus group did we tick off on underground parking, and we favoured a single storey facility.

1. Safety

2. If the lift breaks down difficulty walking for those with mobility issues and prams.

The two-storey option was dismissed as children's services would have been on the 1st floor and again if lift failed how would people get upstairs/downstairs with prams and children needed to be walked out to outside play area with extra staff through public areas again concerns around safety, staff, cost and practicality.

Are focus (user) groups really listened too and their concerns taken on board or is consultation completely ignored?

Response

Sanjay Manivasagasivam, Executive Director City Futures

The co-design group has provided valuable input across sixteen categories that has helped share the building design. This information has been captured since 2021 and has been summarised in the Dandenong Community Hub Co-Design Outcomes document.

This information will continue to be used to help share the Hub design.

We undertook detailed and good faith co-design processes, and we continue to value the feedback provided and sentiments expressed. Nevertheless, Council (in its formal meetings) continues to be the decision maker over major projects.

It is the responsibility for Council to 'check in' and potentially re-calibrate major projects, to make sure they still represent a good use of community resources and are in the interests of the entire community.

We assure the community that our consultations are undertaken in good faith, though that doesn't mean every stakeholder will always be happy with all decision making by the Council.

Sometimes the need to balance competing priorities means not all wishes can be accommodated. The council will consider this matter this evening.

Question

Maria Sampey, Keysborough

Residents could ask 3 questions twice per month and now with once monthly meetings can residents ask 6 questions per monthly council meetings?



Response

Marjan Hajjari, Executive Director strategy & Corporate Services

Thank you for raising this concern.

It is important to clarify that the decision to move to one Council meeting per month is because we have less business, partly due to planning reforms.

It is a more responsible use of resources, to only convene the number of meetings required.

We understand that opportunities for community questions are important for transparency and engagement.

Under Council's Governance Rules, the number of questions per meeting remains the same, even with the proposed change to monthly meetings. Residents can continue to ask questions at every scheduled Council Meeting, and we encourage using other available channels—such as emailing Council directly or using the 'Snap/Send/Solve' app or direct contact with Councillors—for timely responses between meetings.

Question

Maria Sampey, Keysborough

As Councillors have reduced attending council meetings by 50% will they also take steps to reduce their Councillor allowance by 50% as it does not seem fair to the ratepayers who have to wait a whole month to ask a question at a council meeting by having meetings once a month?

Response

Marjan Hajjari, Executive Director strategy & Corporate Services

We appreciate the community's interest in fairness and accountability.

Councillor allowances are set by the Victorian Government under the *Local Government Act 2020* and are not linked to the number of meetings held.

Councillors undertake a wide range of tasks in their role as Councillors, and attending council meetings is only one of these.

Councillors will still be attending meetings around four Mondays each month, but one of these will be a formal Council meeting, and they will also be receiving professional development training, attending strategic briefings and having regular briefings on matters due to come for decision.

The proposed change reflects a reduced volume of business to be addressed in formal Council meetings, and aims to improve efficiency and strategic focus, while maintaining all legislative obligations and community engagement opportunities.

Councillors will continue to dedicate significant time to briefings, professional development and community representation outside formal meetings.

Question

Maria Sampey, Keysborough

I attended a focus group meeting for the naming of the new Oasis Pool. There were 3 consultants there as well.

Now I have found out that there will be 5 focus group meetings with the 3 consultants attending as well.

What will be the cost of holding 5 focus group meeting with the 3 consultants also attending just to pick a name for the new Oasis? Are they being paid per hour or what?



Response

Marjan Hajjari, Executive Director strategy & Corporate Services

For clarification consultants have been engaged to support the development of a name and brand, as part of opening the new wellbeing centre.

As part of this, they led a consultation with officers and another consultation with members of the community. Based on this, officers have used the 'discussion guide' they created to continue on and conduct further engagements with other community groups. For example, our engagement with young people at their Amplify meeting was led by council's youth workers, who have expertise in working with young people.

Therefore, the consultants are not attending all focus groups, but all inputs from the groups are being pooled to create a comprehensive picture.

The consultants have been engaged on a fee for a set of deliverables, and not on an hourly basis or 'per focus group' basis.

Jacqui Weatherill, Chief Executive Officer tabled a response to questions taken on notice/requiring further action at the previous Council Meeting. A copy of the response is provided below.

**PUBLIC QUESTIONS TAKEN ON NOTICE/REQUIRING FURTHER ACTION**

Date of Council Meeting	Question Asked By	Subject & Summary of Question	Responsible Officer	Date of Completion	Summary of Response
24/11/25 PQT8	Thelma Wakelam, Devon Meadows	Council Withdrawal from SECCCA and SECBN Membership Why has Council withdrawn from SECCCA and SECBN despite their focus on climate and sustainability and will Council reconsider membership to maintain regional collaboration on these critical issues?	Executive Director City Futures	02/12/2025	<p>Initial response provided 24/11/2025:</p> <p>This matter was addressed at a previous Council meeting, and I refer you to the Minutes of the meeting held on 14 April 2025. We will arrange a response directly to Thelma.</p> <p>Further response provided 02/12/2025:</p> <p>Thank you for your question asked at the above meeting date in relation to South East Councils Climate Change Alliance (SECCCA) and in response we advise the following.</p> <p>In 2024, SECCCA developed a new four-year strategic plan. This plan set out the projects that SECCCA would be undertaking during this time and included a change to the fee structure for member Council's, which resulted in a significant increase in the costs to Council.</p> <p>As a result of this, Council undertook a review of its membership, including the value for money that it provided. This review identified that almost all of the proposed projects would not have a direct benefit to Greater Dandenong, which combined with the significant increase in fees did not represent value for money for Council.</p>

Question Time Public – Questions Taken on Notice & Requiring Further Action

1 / 2

Date of Council Meeting	Question Asked By	Subject & Summary of Question	Responsible Officer	Date of Completion	Summary of Response
					<p>As such, at the 14 April 2025 Council meeting, Council determined not to continue its SECCCA membership and rather focus on its own climate priorities. Please note that a copy of the meeting minutes we refer to here is also available on our Council's website.</p> <p>Council is open to reconsidering its membership in the future if SECCCA can demonstrate value for money for Council.</p> <p>COMPLETED</p>



4 OFFICERS REPORTS - PART 2

4.1 PROCUREMENT

4.1.1 2526-09 Banking and Customer Payment Services Contract

Responsible Officer: Chief Financial Officer

Attachments: Nil

Officer Recommendation

That Council:

1. **AWARDS Contract 2526-09 for the provision of Banking and Customer Payment Services to the Commonwealth Bank of Australia (CBA) by appending to the State Purchase Contract (SPC) for Banking and Financial Services, for the provision of banking, payment and collection services with a contract expiry date of 30 September 2026 (aligning with the SPC terms). Two contract extensions of 2 years per extension have been added to the SPC, taking the potential final expiry date to 30 September 2030;**
2. **NOTES that banking and bill payment services currently offered by the Commonwealth Bank of Australia will be retained for the new contract period under the SPC;**
3. **NOTES that the corporate credit card program services currently offered by the National Australia Bank will be retained for the new contract period under the SPC; and**
4. **AUTHORISES the Chief Executive Officer and Chief Financial Officer to execute the contract agreements and any associated documentation.**

Executive Summary

1. This report recommends Council awards Contract 2526-09 for Banking and Customer Payment Services to the Commonwealth Bank of Australia (CBA) by appending to the SPC for Banking and Financial Services.
2. This report outlines the tender process undertaken to select a suitably qualified and experienced provider to supply Banking and Customer Payment Services.
3. The initial contract term will be 2 years and 9 months, commencing on 1 January 2026 and concluding on 30 September 2026. The SPC contract includes a two-year extension option, which, if exercised, will extend the term to 30 September 2030. This would result in a total potential term of 4 years and 9 months.
4. The new banking contract is estimated at \$531,000 per annum (excluding GST), exceeding the current budget allocation of \$342,000, with the shortfall to be managed through future financial planning, while actual costs will depend on usage and are expected to remain below the 'Tendered Amount' estimates based on historical trends and offsetting variances. The contract is a Schedule of Rates arrangement (depends on service types used and volume/value of transactions).



Background

Tender Process

5. The panel of three banks included under the SPC were directly invited to respond to a Request for Tender: Banking and Customer Payment Services, Contract No. 2526-09.
6. The tender was posted on Vendor Panel on Monday 6 October 2025 and closed at 5.00PM Tuesday 21 October 2025.
7. The tender invitation comprised:
 - Banking transaction services (operating accounts, clearing accounts, set-off accounts, payroll, reconciliation, supplier payments).
 - Customer Payment Services (BPAY, telephone/internet transactions, credit/debit card, merchant facilities, direct debit, EFTPOS).
 - Expansion of customer payment facilities and identification of innovative solutions to support ratepayers and service users.
8. Submissions were received from:
 - Commonwealth Bank of Australia (CBA)
 - National Australia Bank Limited (NAB)
 - Westpac Banking Corporation
9. CBA is Council's current provider for banking and related services.
10. Council engaged an expert banking analyst to provide specialist advice and services in relation to this tender process.

Key Issues and Discussion

Tender Evaluation Process

11. The Tender Evaluation Panel (TEP) comprised Council's Chief Financial Officer, Manager Financial Services and Coordinator Financial Accounting with the Procurement Manager as Chair of the TEP.
12. Tenders were evaluated using Council's Weighted Attributed Value Selection Method.
13. The advertised evaluation criteria and the allocated weightings for evaluation are as follows:
- 14.
15. *Table 1 – Evaluation Criteria and Weightings*

No.	Evaluation Criteria	Weighting
1	Price/Rates	20%
2	Product	25%
3	Relationship Management	15%
4	Initiative (Innovation)	15%
5	Implementation	10%
6	Social, Local & Environmental	15%
7	OH&S Systems (Pass / Fail)	Pass / Fail
8	Environmental System (Pass / Fail)	Pass / Fail

16. The criteria covered six weighted attributes along with two pass/fail items in a thorough criterion process.



17. Evaluation Criteria 1-6 were given a point score between 0 (Not Acceptable) and 5 (Excellent) as detailed in the following table. Evaluation Criteria 7 and 8 were given a Pass or Fail via Rapid Global (Council's Workforce Management Software – Health and Safety Compliance).
18. Tenders were ranked by panel members against each criterion. Points were awarded on a scale of 0 to 5 based on the score parameters listed below.

19.

20. *Table 2 – Evaluation Criteria Scores and Descriptions*

21.

Score	Description
5	Excellent
4	Very Good
3	Good, better than average
2	Acceptable
1	Marginally acceptable (Success is not assured)
0	Not Acceptable

22.

23. No *Corporate Scorecard* was undertaken due to the size and reputation of the supplier that would score a 10/10 in our financial and procurement assessment. The Procurement Manager, Chair and the TEP (Tender Evaluation Panel) proposed and accepted this omission for value for money and speed to scale of the project within Council's procurement guidelines.

24. All procurement processes complied with Council's Procurement Policy.

Evaluation Discussion

25. Tenders provided multiple options for consideration. All three tenders are shown and included in this report.

26. Submissions were assessed and ranked against all evaluation criteria, to ensure that the tenderers met the standards required for Council contractors. A "Fail" in any criterion would automatically exclude a tenderer from further consideration for this contract.

27. The weighted attribute point scores resulting from the assessment are shown in the following table:

28.

29. *Table 3 – Summary of Evaluation*

30.

Price Points	Price Points	Non-Price Points	Total Score	OH&S	EMS	Rapid Global
COMMONWEALTH BANK OF AUSTRALIA	0.5	3.76	4.26	PASS	PASS	Registered & Compliant in Rapid Global
NATIONAL AUSTRALIA BANK	0.46	3.29	3.75	PASS	PASS	Registered & Compliant in Rapid Global
WESTPAC BANKING CORPORATION	0.5	3.21	3.71	PASS	PASS	Registered & Compliant in Rapid Global



31. Rapid Global is a third-party pre-qualification and verification system used by Council and ten (10) other Victorian Councils enabling the sharing of Occupational Health and Safety (OHS) data. It is a Risk and OHS system where contractors can upload their OHS, Risk and Environment Plans and Policies as well as up to date insurances.

32. The 'Tendered Amount' of each supplier (Table 4) was determined by collating a detailed matrix that multiplied the price for each service item by an estimated annual transaction volume. Each bank provided an extensive and detailed fees schedule for each service item, which was used as the basis for calculating the 'Tendered Amount' within the Tender Evaluation Matrix by the banking analyst. The 'Tendered Amounts' are indicative only and designed to enable an apples-to-apples comparison across all submissions. Where possible, annual transaction volumes were based on actual prior-year transaction numbers to ensure realistic assumptions.

33. *Table 4 – Tendered Amounts*

34.

Supplier	Tendered Amount
Commonwealth Bank of Australia	\$531,379
National Australia Bank	\$555,651
Westpac Banking Corporation	\$533,100

35.

Value Add and Recommended Contract (After Evaluation)

36. At the completion of the tender evaluation process described above, CBA achieved the highest total score in the tender evaluation matrix: 4.26 (compared to NAB: 3.75, Westpac: 3.71). This reflects superior performance across both price and non-price criteria.

37. Strengths Across Key Criteria

- **Product Offering:** CBA scored highest for product sophistication, meaning their banking and payment solutions best meet Council's needs for innovation, reliability, and breadth of services.
- **Relationship Management:** CBA was rated very highly for relationship management, indicating strong ongoing support, responsiveness, and partnership with Council.
- **Innovation:** CBA led in initiative/innovation, showing a commitment to new solutions and improvements that benefit Council and its ratepayers.
- **Implementation:** CBA's implementation plan was robust, with detailed risk mitigation and minimal disruption expected due to their incumbent status. Appointment of the incumbent supplier (CBA) will result in minimal disruption.
- **Social Procurement, Local Industry, and Environment:** CBA demonstrated strong local engagement, social procurement, and sustainability strategies, supporting local employment, diversity, and community investment.

38. **Financial Considerations** – The tendered amounts were closely aligned. While CBA submitted the lowest bid at \$531,379, their overall value proposition is strengthened by the quality of service and additional benefits offered. The 'Operating Budget Implications' section of this report provides further details regarding the financial implications of this contract.

39. **Minimal Disruption and Continuity** - As the incumbent supplier, CBA offers continuity of service, reducing transition risks and ensuring Council's banking and payment services remain stable during the new contract period.

40. **Governance and Compliance** - CBA's proposal aligns with Council's governance principles, legislative obligations, and strategic objectives, including responsible use of public resources and investment in the community.



41. Banking Analyst Review - The specification was created by a known and trusted banking analyst who works with other councils and is very familiar with the State Purchasing Contract for Banking and Finance services. This consultant was also a non-scoring advisor who endorsed and agreed the TEP's recommendation for value for money and strengths across the weighted criteria.
42. No consideration is needed for a bank guarantee.

Governance Compliance

Human Resource Implications (consider Workforce Planning and Service Statements)

43. This item does not have an impact on existing human resources.

Financial/Asset Resource Implications (consider Service Statements, Budget, Long Term Financial Strategy and Asset Plan)

Operating Budget Implications

44. The estimated resource requirement associated with this contract is \$531,000 per annum (exclusive of GST), compared to the 2025-26 Mid-Year Budget allocation of \$342,000 (exclusive of GST) for this purpose. This shortfall will be addressed through the Long-Term Financial Plan and future Budget processes and will continue to be monitored as prior year trends have not been as high as the 'Tendered Amounts' indicate.
45. Council has experienced an upward trend in bank charges over the past three years, while Australia Post costs, on the other hand, have been decreasing. It is anticipated that a favourable variance in Australia Post transaction costs will partly offset the negative budget impact. These trends were considered in the financial assessment.
46. The contract is a Schedule of rates arrangement, so actual costs will depend on usage, volumes and service types used, but CBA's pricing structure was competitive and transparent.
47. For context, Council's actual banking costs were \$370,000 in 2024-25, and the annualised year-to-date estimate for 2025-26 is approximately \$410,000, which is lower than the 'Tendered Amounts'.
48. Council has experienced an increasing trend in bank charges over the past three years, driven by changes in transaction volumes and service requirements. This trend was considered when estimating volumes for the tender evaluation.

Asset Implications

49. This item does not affect any existing assets.

Legal/Risk Implications

50. Identify if there are any legal or risk implications.

Environmental Implications

51. There are no environmental implications relevant to this report.

Gender Impact Assessment

52. A gender impact assessment is not required.



Community Consultation

53. During the tender evaluation process, Council engaged a banking analyst with nearly 30 years of experience in transaction banking within the finance sector. The banking analyst participated as a non-voting member of the Tender Evaluation Panel and provided expert assessment of each panel bank's submission. This evaluation covered both quantitative aspects (pricing) and qualitative factors (service offering), with a primary focus on improving Council's service delivery to ratepayers.
54. Other relevant Council Officers have also been consulted to seek their input and specialist advice.

Links to Community Vision, Council Plan, Strategy, Notice of Motion

55. This report is consistent with the following principles in the Community Vision 2040:
- Safe and peaceful community.
 - Education, training, entrepreneurship and employment opportunities.
 - Embrace diversity and multiculturalism.
 - Sustainable environment.
 - Mind, body and spirit.
 - Art and culture.
56. This report is consistent with the following strategic objectives from the Council Plan 2025-29:
- A socially connected, safe and healthy city.
 - A city that respects and celebrates diversity, our history and the arts.
 - A city of accessible, vibrant centres and places.
 - A green city committed to a sustainable future.
 - A city that supports business, entrepreneurship, quality education and employment outcomes.
 - A Council that demonstrates leadership, responsible use of public resources, and a commitment to investing in the community.

Legislative and Policy Obligations

57. This report has considered Council's legislative and policy obligations (where applicable) as outlined in the Report Considerations section detailed in the front of this Agenda. The applicable obligations considered and applied are:
- The Overarching Governance Principles of the *Local Government Act 2020*.
 - The *Gender Equality Act 2020*.
 - *Victorian Charter of Human Rights and Responsibilities 2006*.
 - Climate Change and Sustainability.
 - Related Council Policies, Strategies or Frameworks.

Cr Sophie Tan vacated the Chair and left the Chamber at 7.34pm.

Cr Phillip Danh assumed the Chair at 7.34pm.



MINUTE No.268

Moved by: Cr Sean O'Reilly

Seconded by: Cr Bob Milkovic

That Council:

- 1. AWARDS Contract 2526-09 for the provision of Banking and Customer Payment Services to the Commonwealth Bank of Australia (CBA) by appending to the State Purchase Contract (SPC) for Banking and Financial Services, for the provision of banking, payment and collection services with a contract expiry date of 30 September 2026 (aligning with the SPC terms). Two contract extensions of 2 years per extension have been added to the SPC, taking the potential final expiry date to 30 September 2030;**
- 2. NOTES that banking and bill payment services currently offered by the Commonwealth Bank of Australia will be retained for the new contract period under the SPC;**
- 3. NOTES that the corporate credit card program services currently offered by the National Australia Bank will be retained for the new contract period under the SPC; and**
- 4. AUTHORISES the Chief Executive Officer and Chief Financial Officer to execute the contract agreements and any associated documentation.**

CARRIED 6 / 0

Cr Sophie Tan returned to the Chamber and resumed the Chair at 7.41pm.

Cr Phillip Danh returned to his seat at 7.41pm.



4.2 POLICY AND STRATEGY

4.2.1 Policy review- Councillor Contact with Developers, Submitters & Lobbyists

Responsible Officer: Executive Director City Futures
Attachments: **Revised Councillor Contact with Developers, Submitters and Lobbyists policy**

Officer Recommendation

That Council APPROVES the updated Councillor Contact with Developers, Submitters and Lobbyists Policy as provided in Attachment 1, to replace the previous version.

Executive Summary

1. Council first adopted the 'Councillor Contact with Developers, Submitters and Lobbyists' policy in March 2022, with the requirement for review after 2 years.
2. The principal objective of the review is to ensure the policy remains current, effective and aligned with contemporary governance standards and community expectations. The review evaluates whether the policy continues to provide guidance to Councillors in managing interactions with developers, submitters and lobbyists while maintaining transparency, integrity and public confidence in the planning process.
3. This policy has now been reviewed by Council's legal team and is presented to Council for readoption, with amendments. The review has confirmed that the policy remains relevant in supporting transparent and accountable governance. Council's legal team have made minor updates, primarily aimed at improving terminology, clarifying language, aligning the policy with contemporary legal interpretation and reinforcing Council's commitment to accountability and transparency in the planning process.

Background

4. Policies developed by Council are aimed at ensuring good governance and decision-making processes, as well as the effective and efficient management of community resources and the day-to-day business of Council. They help govern how Council operates and provide a clear set of principles that provide a definite direction for Council.
5. Each policy is developed in order to address specific matters and objectives as outlined in the Council Plan 2025 –29 or as required by legislation.
6. Existing council policies are subject to an ongoing review process to ensure they remain up-to-date and comply with current legislation. Policies are also reviewed and updated if legislation requires it; or when Council's functions, structure or activities change; or when technological advances or new systems are implemented.
7. Council policies should be read in conjunction with any related legislation, relevant internal policies, codes of practice or guidelines. A Council policy is considered to be automatically revoked upon readoption of the latest version of that policy.



8. Policies that are superseded or superfluous to Council's needs require formal abolition by Council.
9. The draft Councillor Contact with Developers, Submitters and Lobbyists policy was first brought before Council on 28 March 2022. The policy was based on similar models adopted by other Councils. Its purpose was to provide a consistent approach to Council's operational requirements and demonstrate accountability and transparency of Council decisions and actions. The policy was adopted by Council at its meeting on 28 March 2022.
10. The policy is voluntary and encourages all elected Councillors to record any contact they have with developers, submitters and lobbyists. The policy seeks to go beyond the current legislative requirements to establish a register of contact. The policy also seeks to provide guidance to Councillors with regard to how they should interact with developers, submitters and lobbyists.

Key Issues and Discussion

11. The policy review found that the policy continues to provide a sound framework for guiding Councillor interactions with developers. Council's legal team have suggested minor changes, primarily aimed at improving terminology, clarifying language, aligning the policy with contemporary legal interpretation and reinforcing Council's commitment to accountability and transparency in the planning process.
12. The changes are outlined in the table below:

Change	Reason for change
Throughout policy: Grammatical corrections, improving sentence structure, using plain English, correcting terminology.	To improve readability and ensure consistency with current policy writing standards.
Section 1 Purpose: Strengthen the language to emphasise the importance of voluntary compliance with this policy.	Clarifies expectations and reinforces Council's commitment to ethical governance.
Section 4 definitions: Updated to clarify the definition for 'developer', add a new definition for 'land use planning applications', and clarify that 'contact' does not include social interactions.	To reduce ambiguity and provide clearer guidance for Councillors and the community.
Section 5 policy: Updated to clarify that Councillors should not seek or accept any gifts or hospitality, and should make it clear that contact with developers, lobbyists and submitters will need to be reported and the details published on Council's website.	Strengthens ethical standards, transparency and builds community confidence in Council's planning process.
Section 10 Responsibilities and Section 11 Reporting, Monitoring and Review: Delete repetition.	Streamlines the policy and improves navigation.
Section 12 reference and related documents: Add legislative reference to <i>Privacy and Data Protection Act 2014</i> .	Maintains legislative alignment.

13. Subject to the changes outlined in the table above, it is considered that the amended policy will continue to provide guidance to Councillors in managing interactions with developers, submitters and lobbyists while maintaining transparency, integrity and public confidence in the planning process.



Governance Compliance

Financial/Asset Resource Implications (consider Service Statements, Budget, Long Term Financial Strategy and Asset Plan)

Operating Budget Implications

14. There are no financial implications associated with this report.

Asset Implications

15. This item does not affect any existing assets.

Legal/Risk Implications

16. There are no legal / risk implications relevant to this report.

Environmental Implications

17. There are no environmental implications relevant to this report.

Community and Stakeholder Consultation

18. Prior to reporting to Council the Councillor Contact with Developers, Submitters & Lobbyists policy and register was reviewed and evaluated by the relevant internal stakeholders.

19. While community consultation is not a requirement of this policy under the Local Government Act 2020, the policy once endorsed by Council, will be available on Council's website.

Links to Community Vision, Council Plan, Strategy, Notice of Motion

20. This report is consistent with the following principles in the Community Vision 2040:

Not Applicable

This report is consistent with the following strategic objectives from the Council Plan

21. 2025-29:

Not Applicable

22. This report relates to Notice of Motion 481 on 28 March 2022.

Legislative and Policy Obligations

23. This report has considered Council's legislative and policy obligations (where applicable) as outlined in the Report Considerations section detailed in the front of this Agenda. The applicable obligations considered and applied are:

Not Applicable

MINUTE No.269

Moved by: Cr Sean O'Reilly

Seconded by: Cr Melinda Yim

That Council APPROVES the updated Councillor Contact with Developers, Submitters and Lobbyists Policy as provided in Attachment 1, to replace the previous version.

CARRIED 7 / 0



4.2.2 Review of Council Policies for Abolishment

Responsible Officer:

Executive Director Strategy & Corporate Services

Attachments:

1. Abolish - Policy - Disaster Assistance Policy 2023 06 - Current (A 5815910) [4.2.2.1 - 4 pages]
2. Abolish - Policy - Footpath Activity - 2011 02 - Overdue (A 37057) [4.2.2.2 - 2 pages]
3. Abolish - Policy - International Relations -2017 07 - Overdue (A 3863249) [4.2.2.3 - 5 pages]
4. Abolish - Policy - Parking Concessions for War Service Veterans - 2022 11 - Overdue (A 37080) [4.2.2.4 - 4 pages]
5. Abolish - Policy - School Crossing Management - 2022 11 - Overdue (A 37061) [4.2.2.5 - 3 pages]
6. Abolish - Policy - Sustainable Buildings - 2022 07 - Overdue (A 5610472) [4.2.2.6 - 25 pages]

Purpose

1. A review of the Council Policies has been conducted and six (6) policies have been identified as being superfluous to Council's needs. Those policies are now presented to Council for abolition.

Officer Recommendation

That Council ABOLISH the following policies attached to this report:

- **Disaster Assistance Policy;**
- **Footpath Activity Policy;**
- **International Relations Policy;**
- **Parking Concessions for War Service Veterans Policy;**
- **School Crossing Management Policy; and**
- **Sustainable Building Policy**

Executive Summary

2. Council policies are in place to ensure accordance with relevant legislation, regulations and best practice. Council's policies are reviewed as part of a cyclic program to ensure they remain current and meet Council's functional and operational need.
3. The attached policies have been reviewed and found to be superfluous to Council's need and are presented to Council for abolishment.



Background

4. Essentially, policies developed by Council are aimed at ensuring good governance and decision-making processes, as well as the effective and efficient management of community resources and the day-to-day business of Council. They help govern how Council operates and provide a clear set of principles that provide a definite direction for Council.
5. Each policy is developed in order to address specific matters and objectives as outlined in the Council Plan 2025-29 or as required by legislation.
6. Existing council policies are subject to an ongoing review process to ensure they remain up-to-date and comply with current legislation. Policies are also reviewed and updated if legislation requires it; or when Council's functions, structure or activities change; or when technological advances or new systems are implemented.
7. Council policies should be read in conjunction with any related legislation, relevant internal policies, codes of practice or guidelines. A Council policy is considered to be automatically revoked upon readoption of the latest version of that policy.
8. Policies that are superseded or superfluous to Council's needs require formal abolition by Council.

Proposal

9. It is proposed that the policies listed in the table below be abolished:

Policy Name	Reason for Abolishment
Disaster Assistance Policy	The policy is recommended for abolition. Guidelines have been developed to provide a structure for making donations which ensures fairness, transparency and accountability in determining eligibility for disaster relief donations approved by Council. As the matter involves budget considerations, the donation amount will require Council approval. Therefore, the existing policy is considered superfluous to Council's needs.
Footpath Activity Policy	This policy is recommended for abolition. The functions and guidance previously provided by this policy are effectively addressed in the Footpath Activity Code of Practice, which establishes a clear and consistent framework for assessing and managing permit applications. Therefore, this policy is considered superfluous to Council's needs.
International Relations Policy	This policy is recommended for abolition. This policy was originally developed to provide guidance on Sister City Relationships partnerships. It has been concluded that such partnerships currently provide limited tangible benefit to Council or the community. Therefore, this policy is considered superfluous to Council's needs.
Parking Concessions for War Service Veterans Policy	The offer of free parking for eligible war veterans has not been utilised in the past five (5) years, by the indented beneficiaries rendering the Policy's purpose redundant. Therefore, the policy is proposed for abolition.



School Crossing Management Policy	This policy is recommended for abolition. The main objectives of the policy are now addressed under the new Victorian <i>School Crossing Risk Assessment Framework</i> and embedded within standard operational procedures. Therefore, this policy is no longer required.
Sustainable Building Policy	This policy is recommended for abolition. The principles and requirements of the policy are now contained and embedded within standard operational procedures. Ensuring that all new and upgraded buildings are environmentally sustainable has become a routine part of Council's building and planning processes, making the policy redundant. Therefore, this policy is no longer required.

Governance Compliance

Financial/Asset Resource Implications (consider Service Statements, Budget, Long Term Financial Strategy and Asset Plan)

Operating Budget Implications

10. There are no financial implications associated with this report.

Asset Implications

11. This item does not affect any existing assets.

Legal/Risk Implications

12. There are no legal / risk implications relevant to this report.

Environmental Implications

13. There are no environmental implications relevant to this report.

Community and Stakeholder Consultation

14. Prior to this report, the policies attached to this report were reviewed and evaluated by the: Executive Team.

Links to Community Vision, Council Plan, Strategy, Notice of Motion

15. This Section is Not Applicable to the Abolition of Policies.

Legislative and Policy Obligations

16. This report has considered Council's legislative and policy obligations (where applicable) as outlined in the Report Considerations section detailed in the front of this Agenda.

17. The applicable obligations considered and applied are:

- Not Applicable



MINUTE No.270

Moved by: Cr Rhonda Garad

Seconded by: Cr Phillip Danh

That Council ABOLISH the following polices attached to this report:

- **Disaster Assistance Policy;**
- **Footpath Activity Policy;**
- **International Relations Policy;**
- **Parking Concessions for War Service Veterans Policy;**
- **School Crossing Management Policy; and**
- **Sustainable Building Policy**

CARRIED 7 / 0



4.3 FINANCE AND BUDGET

4.3.1 2025-26 Mid-Year Budget

Responsible Officer: Chief Financial Officer

Attachments:

1. Attachment A - 2025-26 Mid-Year Budget Adjustments [4.3.1.1 - 13 pages]
2. Attachment B - Income Statement [4.3.1.2 - 1 page]

Officer Recommendation

That Council **ADOPTS** the 2025-26 Mid-Year Budget noting the following:

1. The proposed amendments to capital and operating budgets that have occurred since the adoption of the Annual Budget and subsequently the Amended Budget (incorporating carry overs from the previous financial year (Attachment A)); and
2. This Mid-Year Budget includes a transfer to the Major Project Reserve of \$1 million which will:
 - Partially offset the projected cash deficit in 2026–27, if it eventuates;
 - Remain available for future strategic investment decisions should the deficit not materialise; and
 - Maximise reserve capacity considering reduced discretionary capital funding and increasing reliance on internal financing for major projects.

Executive Summary

1. The 2025-26 Mid-Year Budget Review process provides Council with the opportunity to review its operations since the adoption of the 2025-26 Budget, and subsequently the Amended Budget (incorporating carry overs from 2024-25). It allows Council to make the necessary adjustments to reflect the latest forecast financial position (refer **Attachment A**).
2. This report recommends amendments to capital and operating budgets that have occurred since the adoption of the 2025-26 Annual Budget and subsequently the Amended Budget (incorporating carry overs from the previous financial year), (refer **Attachment A**).

Background

3. The financial management of City of Greater Dandenong is a complex task with Council managing operational inflows and outflows of over \$250 million (excluding depreciation), with the addition of a capital works program of \$150 million in 2025-26 (including carry overs), across hundreds of different services that are provided to the community.
4. The purpose of this Mid-Year Budget Review is to assess financial trends that have occurred during the first five months of the 2025-26 financial year and to determine a forecast outcome for 30 June 2026. The Mid-Year Budget Review further allows Council to take account of the final outcomes arising from the previous financial year given that the Original Budget is developed in April/May, some two months prior to the end of the financial year and many of Council's services and capital projects span across the financial years.



5. Since 30 June 2025, several events have arisen that need to be considered. These items are listed in **Attachment A**, summarised in *Table 1* and total an unfavourable net result of \$93,000 on capital, operating and borrowing variations combined. The proposed budget adjustments are a result of a detailed review of projected forecasts to 30 June 2026.
6. *Table 1 Mid-Year Budget Review (balanced outcome)*

Component		\$'000	\$'000
Residual surplus available			1,096
<u>Less</u>			
Capital variations (net of funding sources)	<i>Attachment A</i>	(635)	
Operating variations (net of reserves)	<i>Attachment A</i>	265	
Borrowings	<i>Attachment A</i>	277	
2025-26 Mid-Year Budget adjustments (unfavourable)			(93)
Residual surplus			1,003
Proposed transfer to Major Projects Reserve			(1,003)
Revised residual outcome			0

7. To assist Council in considering the proposed revisions, two Attachments are contained in this report:
- **Attachment A** - is the full listing of adjustments (both capital and operating) that have been referred for Council consideration and have been proposed to be included in the Mid-Year Budget.
 - **Attachment B** – Income Statement comparing the Amended 2025-26 Budget (Annual Budget plus carry overs from the previous year) against the proposed Mid-Year Budget.

Key Issues and Discussion

8. *Table 2* details the movements in operating, capital and other non-operating cash items resulting from the review.



9. Table 2 – Management Accounting Summary

Description	Original Budget 2025-26 \$'00	Amended Budget 2025-26 \$'000	Mid Year Budget 2025-26 \$'000	Mid Year vs Amended Variance Fav/(unfav) \$'000
Income Statement				
Income	288,267	289,596	295,026	5,430
Expenditure	262,465	271,278	278,956	(7,678)
Surplus (deficit) - operations	25,802	18,318	16,070	(2,248)
Management accounting reconciliation				
<i>Add (less) back non-cash items:</i>				
Depreciation and amortisation	49,196	49,196	53,944	(4,748)
Contributions non monetary assets	(7,500)	(7,500)	(7,500)	-
Written down value of assets sold/scrapped	60	60	60	-
Sub total	41,756	41,756	46,504	(4,748)
<i>Add (less) non operating cash items</i>				
Capital expenditure	(119,871)	(149,997)	(145,949)	4,048
Transfers from (to) reserves	21,261	22,129	14,351	(7,778)
Loan repayments	(4,770)	(4,770)	(13,361)	(8,591)
Loan proceeds	36,502	36,502	45,227	8,725
Repayment of lease liabilities	(680)	(680)	(680)	-
Sub total	(67,558)	(96,816)	(100,412)	(3,596)
Cash surplus (deficit) for year	-	(36,742)	(37,838)	(10,592)
Accumulated surplus bought forward	-	37,838	37,838	-
Forecast position surplus (deficit)	-	1,096	-	(1,096)

10. Notes to the Management Accounting Summary (Table 2)

- Original Budget – Annual Budget adopted by Council 23 June 2025.
- Amended Budget – Incorporating operating and capital carry overs from 2024-25 approved by Council on 22 September 2025.

Income and Expenditure (Income Statement result)

- The Income Statement is Council's formal accounting result in accordance with Accounting Standards and as such contains several non-cash items (depreciation, written down value of assets sold and gifted assets from developers) and excludes cash items such as capital expenditure and loan repayments. Table 3 depicts a high-level summary of the Income Statement result.



12. Table 3 – High level Income Statement result summary

Description	Original Budget 2025-26 \$'00	Amended Budget 2025-26 \$'000	Mid Year Budget 2025-26 \$'000	Mid Year vs Amended Variance Fav/(unfav) \$'000
Income Statement				
Income	288,267	289,596	295,026	5,430
Expenditure	262,465	271,278	278,956	(7,678)
Surplus - ongoing operations	25,802	18,318	16,070	(2,248)

13. The movement in income is mainly attributable to the increase in grant funding, investment returns and interest on rates outlined in this report.

14. The movement in expenditure is due mainly to an increase in the estimated depreciation on Council's fixed assets (\$4.7 million) following significant revaluation increases in the 2024-25 financial year. This is a non-cash item but does have a significant impact on the Income Statement. Additionally, the \$2.08 million in grant funded program expenditure, \$300,000 contribution to DMPL for Bazaar upgrade capital works and Digital Technology variations (\$443,000) have contributed to this increase in operating expenditure.

Operating variations

15. Net operating adjustments total a favourable \$265,000 which primarily relate to the offset of the following variations:

16. *Favourable operating adjustments*

- Interest on rate arrears due to an unchanged legislated penalty interest rate of 10% (\$700,000).
- Interest return on investments - stronger investment returns than forecast in the budget (\$750,000), partially offset by a transfer to the DCP reserve for interest on DCP investment funds (\$250,000).
- Workcover premium savings (\$685,000) - transferred to the Insurance Reserve.
- Financial Assistance Grants funding allocation received via the Victoria Local Government Grants Commission (\$302,000).
- Insurance premiums – favourable adjustment (\$192,000).

17. *Unfavourable operating adjustments*

- A \$300,000 contribution towards the Dandenong Market Bazaar upgrade is funded via the Dandenong Activity Precinct Parking and Development Reserve. An additional \$900,000 is expected to be required in 2026–27, to be sourced from the same reserve.
- Digital Technology adjustments (x 9) totalling \$443,000. The most significant adjustment is a one-off allocation to support the development of a business case for an Enterprise Resource Planning (ERP) / Core System review. The remaining adjustments reflect increased investment in cybersecurity, annual software maintenance increases, and digital service continuity. Of the total, \$301,000 represents ongoing commitments that will have a direct impact on Council's Long-Term Financial Plan (LTFP).
- Communications resourcing (\$250,000) - adjustments have been made to support temporary staffing requirements within the Communications team, including coverage for extended leave, delivery projects, and the establishment of a new internal communications function.



- South East Leisure reactive maintenance (\$157,000) - urgent maintenance funding to avoid service disruptions.
- Legal costs (\$150,000) for employee and industrial relations matters, as well as multi-employer enterprise agreement costs.
- Placemaking Micro Grant program (\$150,000) aimed at encouraging the community to actively participate in placemaking projects in the area.
- Insurance claims (\$150,000) unfavourable trend adjustment.

Capital variations

18. Net capital adjustments total a net unfavourable \$635,000 due to:

- The offsetting of a budget surplus for the recently completed Keysborough Community Hub (\$800,000) and a high priority project – Drum Theatre Façade and Illumination Renewal that will be staged over two years (total of \$700,000 split over 2025-26 \$250,000 and 2026-27 \$450,000).
- Two capital projects have been partly deferred to 2026-27 (overall nil cash impact due to transfers to reserves):
 - i. Dandenong Wellbeing Centre - \$4.8 million in capital expenditure has been deferred to next financial year based on a review of future cash flow projections.
 - ii. Dandenong Stadium Flooring - \$1.2 million has been deferred to 2026-27 to align with revised timetable of works.
- Upgrade of pitch 3 floodlighting at Police Paddocks Sports Precinct, co-funded by a confirmed \$80,000 contribution from Dandenong City Soccer Club. The two-year project (2025-26 \$90,000 and 2026-27 \$210,000) will address substandard lighting, improve power infrastructure, and support growing participation.
- Two Council-approved capital projects at Noble Park Community Centre totalling \$520,000 are offset by reserve funding. Council Meeting resolution 13 October 2025.
- \$300,000 relating to the expansion of parking meters. Council Meeting resolution 27 October 2025.
- \$141,000 has been transferred from an operating budget allocated to Robert Booth to fund Springvale Reserve Nets behind Goals and Burden Park Bowls Club Flooring. Overall, this transfer has a nil impact.

Grant/Contribution funding

19. Capital contributions - Council will receive \$1.2 million in Level Crossing Removal Program (LXRP) funding for capital works relating to Fowler Road footpath and road reconstruction and South Gippsland Highway path.
20. Capital grants - Council has been successful in an Artificial Intelligence (AI) Chat Bot grant of \$200,000 which will be matched by associated expenditure and will require a \$50,000 Council contribution.
21. Operating grants – grant funding matched by associated expenditure (\$2.08 million in total, nil cash impact). The more notable items include:
- Child First - \$1.21 million
 - Strong and Resilient Communities - \$170,000
 - Harm Reduction Strategy - \$155,000
 - Digitisation of Building Permits - \$131,000
 - Pathway to Cladding Remediation - \$94,000
 - Pre-school Field Officer - \$74,000



Borrowings

22. Two existing variable rate loans held with the NAB and CBA have been refinanced in October 2025. These facilities were refinanced to a more favourable fixed rate structure through the Treasury Corporation of Victoria (TCV), leveraging lower long-term cost certainty. Both loans retain the same term and will be repaid in full before the maturity dates of the original loans. This refinancing has resulted in an increase of \$8.73 million in loan proceeds as well as repayments (overall nil impact). Additionally, it has led to a favourable adjustment to interest expense and standard loan repayments in 2025-26 (\$277,000).

Reserves

23. *Table 4 – Movement in Reserve funds*

Reserve	Original Budget 2025-26 \$'000s	Amended Budget 2025-26 \$'000s	Mid Year Budget 2025-26 \$'000s	Mid Year vs Amended Variance \$'000s
Transfer to reserve				
Major Projects	2,428	2,428	9,564	7,136
Open space - planning, developments and improvements	2,000	2,000	2,000	-
Open space - acquisitions	-	-	-	-
Development Contribution Plans Council funded	900	900	1,150	250
Keysborough maintenance levy	1,800	1,800	1,800	-
Springvalley landfill rehabilitation reserve	-	-	-	-
Dandenong Activity Precinct Parking and Development	1,000	1,000	1,000	-
Self insurance reserve	-	-	685	685
Future Maintenance reserve (LXRA)	-	-	-	-
Native vegetation reserves	-	-	-	-
Total transfer to reserves	8,128	8,128	16,199	8,071
Transfer from reserve				
Major Projects	18,007	18,708	18,708	-
Open space - planning, developments and improvements	316	316	316	-
Open space - acquisitions	-	77	77	-
Development Contribution Plans Council funded	5,182	5,182	5,182	-
Grants received in advance	-	-	-	-
Keysborough maintenance levy	2,031	2,031	2,031	-
Self insurance reserve	221	221	221	-
Springvalley landfill rehabilitation reserve	281	320	320	-
Springvale Activity Precinct parking and development	-	-	-	-
Dandenong Activity Precinct Parking and Development	2,824	2,874	3,174	300
General Reserve (Aged and Community Services)	50	50	50	-
Future Maintenance reserve (LXRA)	432	432	432	-
Native vegetation reserves	45	45	38	(7)
Total transfer from reserves	29,389	30,257	30,550	293
Net movement in reserves	(21,262)	(22,129)	(14,351)	7,778



24. Transfers to reserves (increase of \$8.1 million) primarily relates to \$7.1 million in transfers to the Major Project Reserve including:

- \$4.8 million deferred project expenditure to 2026-27 for Dandenong Wellbeing Centre.
- \$1.2 million deferred project expenditure to 2026-27 for Dandenong Stadium flooring.
- \$996,000 surplus from this Mid-Year Budget proposed to be quarantined to mitigate the projected cash deficit in 2026–27 if it eventuates, while preserving flexibility for future strategic investments and strengthening reserve capacity in light of reduced discretionary capital funding and increased reliance on internal financing.
- \$450,000 quarantined project expenditure for 2026-27 for the second stage of Drum Theatre Façade and Illumination project added at this Mid-Year Budget.
- \$210,000 quarantined project expenditure for 2026-27 for the second stage of Police Paddocks Pitch 3 lighting project added at this Mid-Year Budget.

Current Economic Environment

25. Council remains financially sound; however, the economic outlook remains uncertain.

26. Annual inflation rose to 3.2% in the September 2025 quarter, up from 2.1% in June, marking the strongest annual increase in over a year. Broader economic conditions remain volatile, with interest rate cuts now unlikely in the near term with easing expected in mid to late 2026 citing persistent inflation and a still-tight labour market. These conditions combined with workforce constraints continue to influence Council's operational and strategic planning.

27. The most significant long-term impact is the tightening of discretionary capital funding, shaped by strategic investment decisions, major project borrowings, and the embedded future operating costs outlined in the Long-Term Financial Plan. These factors require ongoing financial discipline and prioritisation to ensure sustainability in future years. Council's Major Project Reserve as forecast in the Long-Term Financial Plan will also mostly be consumed by outflows for the funding of the Dandenong Wellbeing Centre major capital project.

28. The adopted Long-Term Financial Plan 2026-2035 (LTFP) for the first time forecasts annual cash deficits of approximately \$3.5 million from 2026–27. While the LTFP is reviewed annually, current projections highlight the importance of prudent financial management.

Proposal: Allocation of Mid-Year Surplus to Major Project Reserve

29. To support Council's financial sustainability and mitigate the forecast deficit in 2026–27, it is recommended that the 2025–26 Mid-Year Budget surplus of \$1 million be quarantined within the Major Project Reserve.

30. While this allocation provides short-term relief, it should be viewed as a temporary measure rather than a sustainable solution. Relying on one-off surpluses to address budget challenges is not viable in the long term. This allocation will either:

- Partially offset the projected cash deficit in 2026–27, if it eventuates.
- Remain available for future strategic investment decisions should the deficit not materialise.
- Maximise reserve capacity considering reduced discretionary capital funding and increasing reliance on internal financing for major projects.

31. To ensure financial sustainability, Council must continue to focus on the broader strategy that includes comprehensive service reviews to identify efficiencies and prioritise community value, revenue optimisation opportunities, including pricing, grants, and partnerships and strategic workforce and asset planning to align resources with long-term priorities. These are essential to address underlying pressures and maintain Council's capacity to deliver services and infrastructure into the future.



Governance Compliance

Human Resource Implications (consider Workforce Planning and Service Statements)

32. Items 40, 43-44, 47-48, 53, 60-64 and 70 in **Attachment A** include temporary or ongoing staff resourcing implications, grant funded programs resourcing or relate to Workforce Planning.

Financial/Asset Resource Implications (consider Service Statements, Budget, Long Term Financial Strategy and Asset Plan)

Operating Budget Implications

33. The 2025-26 Mid-Year Budget review will ensure that Council has accommodated all known variations to the Budget that have occurred during the first five months of the financial year and results in only a minor movement in the budgetary targets established in the 2025-26 Annual Budget.

34. The financial implications associated with this report involve ongoing costs in future years of \$507,000 per annum and will need to be included in Council's Long Term Financial Plan (\$301,000 relate to Digital Technology, \$175,000 relates to Strategic Communications new position and \$31,000 for bank charges).

Asset Implications

35. This item relates to several future capital projects as outlined in **Attachment A**.

Legal/Risk Implications

36. There are no legal / risk implications relevant to this report.

Environmental Implications

37. There are no environmental implications relevant to this report.

Gender Impact Assessment

38. A gender impact assessment is not required.

Community Consultation

39. The 2025-26 Mid-Year Budget Review has been prepared based on budget reviews conducted by all Council staff with budgetary responsibilities and following discussion and consideration by Council. As changes to the Original Budget are not material, Council is not required to formally advertise the Mid-Year Budget.

Links to Community Vision, Council Plan, Strategy, Notice of Motion

40. This report is consistent with the following principles in the Community Vision 2040:

- Safe and peaceful community.
- Education, training, entrepreneurship and employment opportunities.
- Embrace diversity and multiculturalism.
- Sustainable environment.
- Mind, body and spirit.
- Art and culture.



1. This report is consistent with the following strategic objectives from the Council Plan 2025-29:
 - A socially connected, safe and healthy city.
 - A city that respects and celebrates diversity, our history and the arts.
 - A city of accessible, vibrant centres and places.
 - A green city committed to a sustainable future.
 - A city that supports business, entrepreneurship, quality education and employment outcomes.
 - A Council that demonstrates leadership, responsible use of public resources, and a commitment to investing in the community.

Legislative and Policy Obligations

41. This report has considered Council's legislative and policy obligations (where applicable) as outlined in the Report Considerations section detailed in the front of this Agenda. The applicable obligations considered and applied are:
 - The Overarching Governance Principles of the *Local Government Act 2020*.
 - The *Gender Equality Act 2020*.
 - *Victorian Charter of Human Rights and Responsibilities 2006*.
 - Climate Change and Sustainability.
 - Related Council Policies, Strategies or Frameworks.

MINUTE No.271

Moved by: Cr Rhonda Garad

Seconded by: Cr Phillip Danh

That Council ADOPTS the 2025-26 Mid-Year Budget noting the following:

1. **The proposed amendments to capital and operating budgets that have occurred since the adoption of the Annual Budget and subsequently the Amended Budget (incorporating carry overs from the previous financial year (Attachment A)); and**
2. **This Mid-Year Budget includes a transfer to the Major Project Reserve of \$1 million which will:**
 - **Partially offset the projected cash deficit in 2026–27, if it eventuates;**
 - **Remain available for future strategic investment decisions should the deficit not materialise; and**
 - **Maximise reserve capacity considering reduced discretionary capital funding and increasing reliance on internal financing for major projects.**

CARRIED 7 / 0



4.4 OTHER

4.4.1 Disability Advisory Committee Terms of Reference

Responsible Officer:	Executive Director Community Strengthening
Attachments:	1. Draft Disability Advisory Committee Terms of Reference 2025 [4.4.1.1 - 15 pages]

Officer Recommendation

That Council:

1. **APPROVES** the updated Disability Advisory Committee Terms of Reference (refer Attachment 1) effective February 2026; and
2. **NOTES** the subsequent undertaking of an Expression of Interest (EOI) process to appoint committee members in 2026.

Executive Summary

1. The Disability Advisory Committee has been established to provide advice to the City of Greater Dandenong Council in relation to access, inclusion and services in the community and on the development or implementation of the Disability Action Plan.
2. The key changes proposed are:
 - Committee members will be appointed for a two-year term (previously four-year term);
 - Meetings will be held bi-monthly (previously quarterly);
 - The Chairperson will be appointed for a 12-month term; and
 - Committee members will serve a maximum of two consecutive terms, after which a 12-month break is required before being eligible for reappointment through the recruitment process.

Background

3. The Disability Advisory Committee (DAC) supports the Greater Dandenong Council Plan 2025–29 and the goals of the Community Engagement Policy and Framework. It reflects Council's commitment to meaningful community engagement by leveraging local knowledge, expertise, and stakeholder input to inform decision-making.
4. The review of the Terms of Reference aligns with the structure and governance of Council's other advisory committees.
5. Feedback on the draft Terms of Reference was sought at the Disability Advisory Committee held on Monday 20 October.
6. The report seeks to endorse the updated Terms of Reference and subsequent undertaking of an Expression of Interest (EOI) process to appoint new Committee members.



Key Issues and Discussion

7. The membership of the Committee will comprise of:
 - Up to 2 Councillor representatives – appointed at Council's Annual Statutory Meeting;
 - Up to 2 Council Officers – from Community Strengthening Directorate appointed by the Executive Director, Community Strengthening; and
 - Up to 12 Community Representatives – appointed by resolution of Council.
8. The current Committee has 10 members with two vacant positions. The term of appointment of the current Committee varies with:
 - Six members' terms ending on 25 February 2026;
 - Two members' terms ending on 9 August 2026;
 - One member term ending on 7 February 2027; and
 - One member term ending on 27 July 2027.
9. It is proposed that all current Committee member terms will end on 25 February 2026 when the updated Terms of Reference come into effect.
10. The EOI process for members will begin in December 2025 and will involve promotion by way of social media, Council News and directly through community groups. The application review process, including interviews will take place in January 2026. The new members would then be inducted in preparation of the DAC's first meeting in early 2026.
11. If any current Committee members are reappointed through the EOI process, they will serve a two-year term under the updated Terms of Reference, consistent with the term for all new members. This clarification reflects feedback received regarding appointment duration.

Governance Compliance

Human Resource Implications (consider Workforce Planning and Service Statements)

12. This item does not have an impact on existing human resources.

Financial/Asset Resource Implications (consider Service Statements, Budget, Long Term Financial Strategy and Asset Plan)

Operating Budget Implications

13. There are no financial implications associated with this report.

Asset Implications

14. This item does not affect any existing assets.

Legal/Risk Implications

15. There are no legal / risk implications relevant to this report.

Environmental Implications

16. There are no environmental implications relevant to this report.

Gender Impact Assessment

17. A gender impact assessment is not required.



Community Consultation

18. There was no requirement for community consultation.

Links to Community Vision, Council Plan, Strategy, Notice of Motion

19. This report is consistent with the following principles in the Community Vision 2040:

- Education, training, entrepreneurship and employment opportunities.
- Embrace diversity and multiculturalism.
- Mind, body and spirit.

20. This report is consistent with the following strategic objectives from the Council Plan

21. 2025-29:

- A socially connected, safe and healthy city.
- A city that respects and celebrates diversity, our history and the arts.
- A city of accessible, vibrant centres and places.
- A city that supports business, entrepreneurship, quality education and employment outcomes.

Legislative and Policy Obligations

22. This report has considered Council's legislative and policy obligations (where applicable) as outlined in the Report Considerations section detailed in the front of this Agenda. The applicable obligations considered and applied are:

- The Overarching Governance Principles of the *Local Government Act 2020*.
- *Victorian Charter of Human Rights and Responsibilities 2006*.
- Related Council Policies, Strategies or Frameworks.

MINUTE No.272

Moved by: Cr Melinda Yim

Seconded by: Cr Rhonda Garad

That Council:

1. **APPROVES** the updated Disability Advisory Committee Terms of Reference (refer Attachment 1) effective February 2026; and
2. **NOTES** the subsequent undertaking of an Expression of Interest (EOI) process to appoint committee members in 2026.

CARRIED 7 / 0



4.4.2 Draft Minutes of Advisory Committee Meetings

Responsible Officer:	Executive Director Community Strengthening
Attachments:	<ol style="list-style-type: none">1. Draft Minutes of Positive Ageing Advisory Committee Meeting 16 October 2025 [4.4.2.1 - 3 pages]2. Draft Minutes of Disability Advisory Committee Meeting 20 October 2025 [4.4.2.2 - 3 pages]3. Draft Minutes of Cultural Heritage Advisory Committee Meeting 30 October 2025 [4.4.2.3 - 3 pages]

Officer Recommendation

That Council NOTES:

- 1) **Draft Minutes of the meeting for Positive Ageing Advisory Committee held on 16 October 2025 (per Attachment 1);**
- 2) **Draft Minutes of the meeting for Disability Advisory Committee held on 20 October 2025 (per Attachment 2); and**
- 3) **Draft Minutes of the meeting for Cultural Heritage Advisory Committee held on 30 October 2025 (per Attachment 3).**

Executive Summary

1. At the Council meeting held 23 April 2018, Council resolved in part to *invite Advisory Committees and Reference Groups to submit meeting minutes for Council endorsement*. This resolution also allowed interested Councillors (and those that attend these Committees and Reference Groups) to speak to the meeting about items discussed at these meetings.
2. This report recommends that the Draft Minutes of the following Advisory Committee meetings be noted by Council:
 - a. Draft Minutes of the meeting for Positive Ageing Advisory Committee held on 16 October 2025 (per Attachment 1);
 - b. Draft Minutes of the meeting for Disability Advisory Committee held on 20 October 2025 (per Attachment 2); and
 - c. Draft Minutes of the meeting for Cultural Heritage Advisory Committee held on 30 October 2025 (per Attachment 3).



Background

3. Greater Dandenong Council is represented on a wide range of Committees, Reference Groups and Advisory Groups which frequently reflect the interests of individual Councillors in serving the broader community in their role. A full listing of these appointments is confirmed each November at Council's Meeting to elect the Mayor and Deputy Mayor and is available via Council's website.
4. The resolution of Council made on 23 April 2018 provides for Minutes of meetings held by Advisory Committees or Reference Groups to be submitted to Council for information purposes and for noting. To ensure they are provided to Council in a timely manner, Minutes of these Advisory Committees or Reference Groups are submitted to Council typically in a draft form (in that they have not yet been adopted by the relevant Committee). If significant material changes occur when they are adopted by the Advisory Committee or Reference Group, then those particular Minutes would then be resubmitted to Council for noting.
5. As such, Draft Minutes are provided as attachments to this report.
6. There are no financial implications associated with the development and submission of this report.

Links to Community Vision and Council Plan

7. This report is consistent with the following principles in the Community Vision 2040:
 - Education, training, entrepreneurship and employment opportunities.
 - Embrace diversity and multiculturalism.
 - Mind, body and spirit.
 - Art and culture.
8. This report is consistent with the following strategic objectives from the Council Plan 2025-29:
 - A socially connected, safe and healthy city.
 - A city that respects and celebrates diversity, our history and the arts.
 - A city of accessible, vibrant centres and places.
 - A city that supports business, entrepreneurship, quality education and employment outcomes.

Legislative and Policy Obligations

9. This report has considered Council's legislative and policy obligations (where applicable) as outlined in the Report Considerations section detailed in the front of this Agenda. The applicable obligations considered and applied are:
 - The Overarching Governance Principles of the *Local Government Act 2020*.
 - The *Gender Equality Act 2020*.
 - *Victorian Charter of Human Rights and Responsibilities 2006*.
 - Related Council Policies, Strategies or Frameworks.



MINUTE No.273

Moved by: Cr Melinda Yim

Seconded by: Cr Phillip Danh

That Council NOTES:

- 1) Draft Minutes of the meeting for Positive Ageing Advisory Committee held on 16 October 2025 (per Attachment 1);**
- 2) Draft Minutes of the meeting for Disability Advisory Committee held on 20 October 2025 (per Attachment 2); and**
- 3) Draft Minutes of the meeting for Cultural Heritage Advisory Committee held on 30 October 2025 (per Attachment 3).**

CARRIED 7 / 0



4.4.3 Dandenong Community Hub - Concept Design

Responsible Officer:	Executive Director City Futures Deputy Director Chief Engineer & Major Projects
Attachments:	1. Council Meeting 8 Dec 2025 Attachment Dandenong Community Hub Co Design Outcomes Report [4.4.3.1 - 8 pages]

Officer Recommendation

That Council:

1. **APPROVES** the Dandenong Community Hub concept be redesigned to be comparable in size and budget to the Keysborough Hub, while maintaining all the core requirements set out in the 2021 Council resolution;
2. **APPROVES** the completion of the co-design process, acknowledges the valuable contribution of the co-design participants and support the plan to use these insights as key inputs into the ongoing architect's work; and
3. **APPROVES** to implement an accelerated program to better position the project for attracting the necessary state /federal government funding advocacy.

Executive Summary

1. The Dandenong Community Hub has been a long-standing priority, with planning efforts spanning more than 15 years. Since Council first endorsed concept development in 2020, the project has progressed through multiple design stages, consultations, and four co-design workshops. These workshops provided valuable insights into community preferences around building layout, parking, open space, and the broader market precinct plan, with consistent themes including the desire for a large playground, flexible internal spaces, and strong integration with the surrounding public realm.
2. The project has grown significantly in scale and cost since its inception. The preferred single-level concept design now carries an estimated build cost of \$65 million, plus a further \$12–15 million for a basement car park, resulting in a potential \$80 million total budget, well above the original \$30 million budget. The current design also extends beyond the allocated site boundary, creating conflicts with the Dandenong Market Precinct planning process. Operational costs are also projected to be double those of other Hub facilities.
3. Benchmarking against other hubs, including the newly completed Keysborough Community Hub, highlights that the Dandenong proposal is oversized relative to community needs. Demand analysis indicates that Dandenong is already well served for community spaces, and a hub of a more modest scale is more appropriate and financially sustainable. At the same time, co-design participants have strongly articulated priorities around inclusivity, sustainability, and spaces for families and intergenerational activity, which should continue to shape the project brief going forward. Given the success of the recently opened Keysborough Hub, a comparable facility in Dandenong would be ideal.



4. To progress, Council will need to decide between continuing with the current concept, reducing the size of the facility, or revisiting multi-level design alternatives. Each path presents risks and opportunities relating to cost, funding viability, community expectations, and alignment with the Dandenong Market Precinct planning process. The officer's recommendations highlight the need to refine the project to a scale that is ambitious yet financially achievable, while utilising the co-design input as a crucial foundation for the next design phase.
5. The 2026 Victorian state election presents a significant opportunity to secure funding commitments, provided that Council can advance the project to a stage where concept designs, renders, and advocacy collateral are ready to demonstrate community support and project feasibility.

Background

6. The Dandenong Community Hub project has been a community priority for more than 15 years. Detailed planning for the development of a Dandenong Community Hub commenced with Notice of Motion No 89 – Progressing planning for a Dandenong Community Hub being endorsed at the Council Meeting on 14 September 2020. The Notice of Motion stated that:
 - In the 2020-21 financial year, concept designs for an integrated, intergenerational Dandenong Community Hub with capability for children services and formal and informal meeting and activity spaces be drawn up exhibited; and
 - In tandem there be community consultation on the location which will include a range of options including the Clow Street (ie. Market) precinct.
7. A second endorsement by Council at the Council Meeting on 13 September 2021 stipulated that Council progresses with the development of a concept plan and business case for a Dandenong Community Hub for the Southern end of the site bordered by Clow Street, Stuart Street and Sleeth Avenue Dandenong; and the draft concept plan and business case include the following:
 - Early Years, including licenced outdoor space
 - Maternal and Child Health
 - Community meeting rooms, including maker's spaces
 - Community outdoor space
 - A community lounge
 - A community kitchen
 - Multi-use flexible spaces for all ages and abilities
 - Co-working spaces and a technology hub
 - A café
8. In November 2022, public consultation was undertaken to gather feedback and preference of three different building concepts for the Hub:
 - Option #1 – Two story building, 4,850 m²
 - Option #2 – Single story building, 8,000 m²
 - Option #3 – Single story building, 6,599 m²



9. On 11 April 2023, Council was presented with the background, consultation results and the detailed concepts for review and discussion at the preceding briefing session. Council concluded that:
- Council endorses Option Two (2) as the preferred base option of the three options consulted on in November 2022 subject to the following: in addition to the existing CIP funding in the 2022-2023 Budget for the Dandenong Community Hub, a sum of \$680,000 is to be allocated from the major projects reserve in the Proposed 2023-2024 Budget to the detailed design and documentation stage. Any future capital project savings that materialise during the 2023-2024 year will be used to reimburse the major projects reserve;
 - Using Option 2 as the base concept design, that a co-design approach be used to finalise the concept design prior to 30 October 2023, using feedback from the November 2022 consultation; that following finalisation of the concept design (as per item 2 above), Council proceeds to detailed design in 2023-2024; Council participates in the State Government of Victoria's Four-Year-Old Kindergarten/Pre-Prep initiative to determine future early years requirements within the City of Greater Dandenong; and
 - Utilising the preferred concept design and the detailed design plans, Council advocates to the State Government for partnered funding to support the construction of a Community Hub for Dandenong.
10. On 22 July 2024, officers presented a project update on the Hub to Council. An alternate motion was proposed at the time, with the item deferred and to be re-presented to Council on the 26 August 2024. As a result of this meeting, the following endorsements and resolutions were made by Council, specifying that Council:
- Notes the update provided on the Dandenong Community Hub (DCH) project;
 - Notes the outcomes and recommendations of the consultant Architect report prepared in May 2024;
 - Notes that the allocated concept and detailed design budget of \$1.7 million remains secured for the 2024/25 financial year;
 - Endorses that the planning of the Dandenong Community Hub (DCH) and the development of the new Dandenong Market Precinct Master Plan proceed concurrently during the 2024-25 financial year;
 - Commits to continuing planning of the Dandenong Community Hub (DCH) with the project architect up to and including December 2024; and
 - Commits to continuing the co-design process for the finalisation of the concept plan for the Dandenong Community Hub (DCH), with a scheduled recommencement of co-design workshops in February 2025.



11. Following the April 2024 council decision, four co-design workshops were held between January 2024 and May 2025 to refine the Dandenong Community Hub concept. The sessions moved from initial broad feedback on facilities and layout, through unresolved issues around parking, playgrounds, and facilitation, to more detailed trade-offs between building footprint, open space, and car parking options. Early dissatisfaction with facilitation improved once officers and architects led the discussions directly. Independent studies and design alternatives were presented, with participants voting on key preferences and signalling a strong desire for involvement in the broader market precinct planning before the project proceeds further. Key outcomes:
- Parking resolved at 70 spaces for Hub users only, with market parking left to the precinct plan.
 - Preference for at-grade parking, as basement option preferred but seen as too costly.
 - Consistent demand for a large playground, despite nearby facilities and informal play options presented.
 - Clear preference to prioritise building footprint and internal layouts over maximising courtyard space.
 - Improved satisfaction with officer-led facilitation versus earlier external facilitation.
 - Request for guarantees and involvement in market precinct planning, with some participants preferring a project pause until precinct issues are resolved.

Key Issues and Discussion

12. The building scope and scale of the Dandenong Hub has grown beyond earlier endorsed project budget of \$30M. Several factors have contributed to this escalation in expected costs, including;
- Increases to labour and material costs.
 - Large single level building footprint on a sloping lot.
 - Inclusion of large, multi-room early years section.
 - The necessity of a basement car park.
13. The estimated build cost of \$65M has been determined from what we know from completing the Keysborough Hub. With a build cost of \$30M+ and a size of 1,800m we can infer with a high level of confidence the build cost of a 3,950m building to be around \$65M if built today. Adding to this cost is the \$12-15M cost estimates to build a basement level carpark, bringing the total estimated budget to \$80M.
14. The current building concept occupies the entire allocated space, meaning that when a basement carpark is considered, the allocated land needs to be expanded further north beyond the project boundary to allow space for the vehicle ramps, impacting the broader market precinct plan.
15. The allocated land for the project boundary is 8,000m². The current concept footprint is 7,674.2m² before any additional requirements for parking are considered. When considering the minimum parking requirements associated with the facility, a basement carpark is the only option. To access the basement an access ramp is needed which requires an additional 800-1,000 m².
16. Another key consideration for the Hub facility is its placement and setback within the precinct. As the market precinct may be developed as an eight to ten-story complex, a single-story facility will require larger setbacks to align with the surrounding context.



17. The above plot plan shows the current concept design with the required carparking ramps plotted over the allocated land and current proposed market precinct plan.
18. The community's expectations and desire for a Dandenong Hub are recognised; however, these must be balanced against the existing facilities, service levels, and demand for those types of spaces incorporated into community hubs.
19. To better understand the existing facilities on a per capita basis, the following table presents a breakdown of available rooms by large and small categories in each of the three key population areas. It is important to note that this table only accounts for current available facilities and does not include future assets, such as the wellbeing centre.

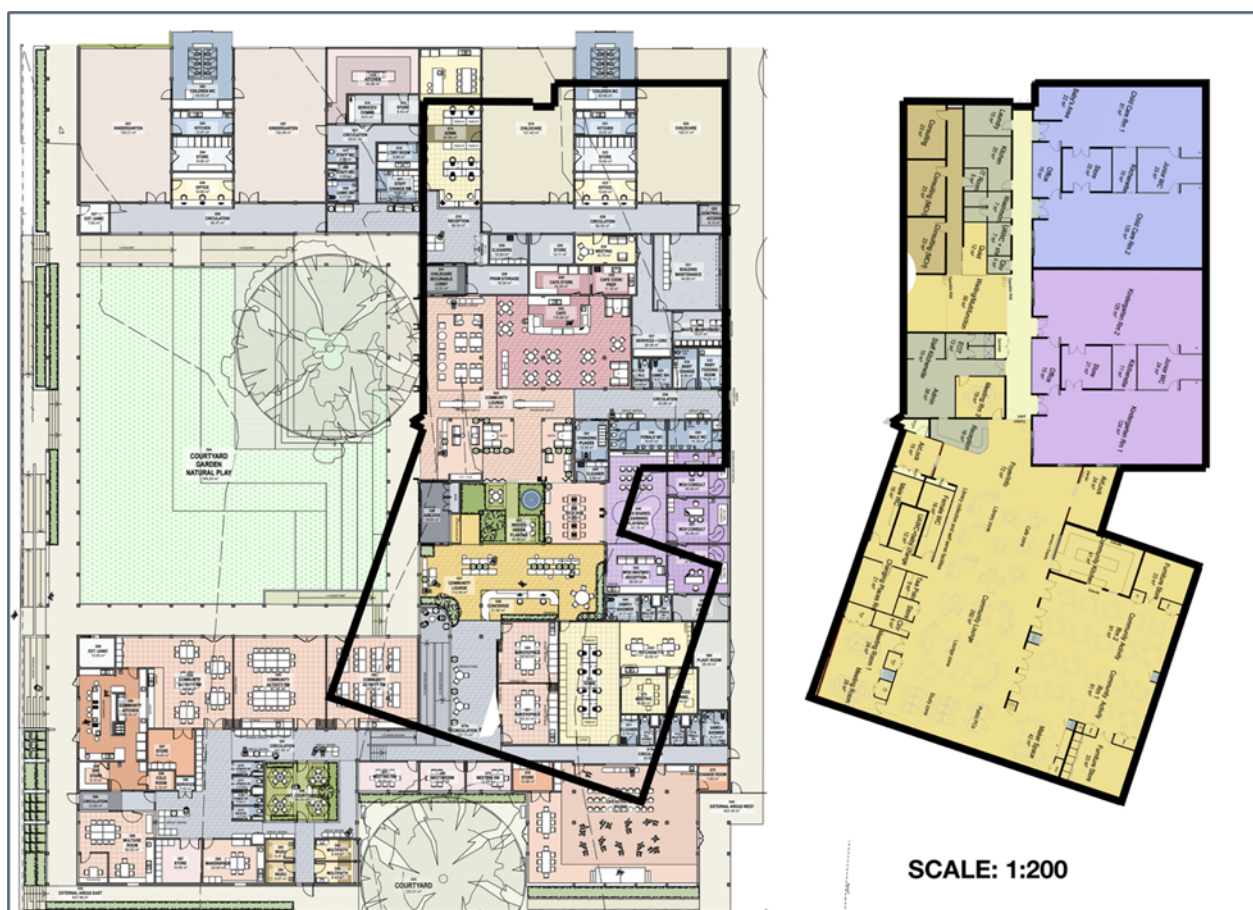


ROOMS /SUBURB/ POPULATION – EXISTING					
	LRG ROOMS	1 room/ people	SML ROOMS	1 room/ people	Bookings Mar-Sep
Dandenong	11	5000	10	5500	1847
Keysborough	3	10000	3	10000	429
Springvale	9	5000	8	5625	1464
*For simplicity; large & small rooms assume configuration of rooms can change as needed, such as training room vs maker space. meeting room vs recording booth, etc.					

20. The data in the table above indicates that Dandenong is already well served by a variety of facilities in the central area. This observation does not imply that a community hub isn't needed; rather, it suggests that a hub similar in size to other hub facilities would be appropriate.
21. When comparing the Dandenong Hub facility with other regional or urban Hub buildings, it is important to break down the total building size into the various services it provides. In most cases, community Hubs offer library services which draw people in. Although the Keysborough Hub doesn't include a full library as such, it does include a sub-selection of books and hiring within the community area. The below concept floor plans show the size comparisons of Dandenong to Keysborough.
22. The following table breaks down several community hubs into standard service offerings to facilitate a clearer comparison. From the table, it is evident that the community and administrative areas of the Dandenong Hub are significantly larger than those of all comparable facilities. This further demonstrates the opportunity to lower the project cost by scaling down the facility to similar levels found in other Hub locations.

	Keysborough	Springvale	Cranbourne	Dandenong
Library	Nil	1,800 m ²	~1,600 m ²	Nil
Daycare/Kindergarten	650 m ²	Nil	Nil	1,200 m ²
MCH Services	150 m ²	Nil	Nil	150 m ²
Community & Admin	1,000 m ²	1,950 m ²	1,450 m ²	2,600 m ²
Youth / Legal Services	Nil	Nil	~550 m ²	Nil
Total Building Size	1,800 m ²	3,750 m ²	~4,000 m ²	3,950 m ²
Total Estimated Cost	\$30M	\$50M	\$40M+	\$65M+ \$15M
Annual Opps Cost	~\$1.8M	~\$2.5M- \$3M	Unknown	~\$4-5M

23. Since its opening in early August, the Keysborough Hub has welcomed more than 10,000 visitors and has gained nearly 400 new library members, with opening day attendance measuring 3,000 people. The Keysborough Hub serves as an excellent example of a well-designed community space, providing valuable insights.



24. The above concept plan shows side by side the Keysborough and Dandenong Hubs with the shadow of the Keysborough Hub shown directly over the Dandenong concept plan.
25. Since its opening in early August, Keysborough the hub has welcomed over 10,000 visitors, nearly 400 new library members have joined and over 7000 items in the collection have been borrowed, reflecting strong community engagement. This success can be used to guide the Dandenong project.
26. To progress the Dandenong Hub, a decision is needed to confirm how we proceed from three strategic options. The below table summarises the three options including the risks & opportunities for each
- Progress current concept
 - Reduce size and re-visit concept design
 - Re-visit Multi-level concepts



	<i>Progress Current Concept</i>	<i>Reduce Size & Re-design</i>	<i>Re-visit Multi-level concept</i>
<i>Advantages</i>	Concept is complete ready for the next concept development phase.	Lower costs to improve project viability and funding likelihood. Ensure facility is right-sized and fits within the market precinct.	Reduce building footprint and cost leaving open space for playground and possible grade parking. Potential for public/private opportunities to offset costs.
<i>Limitations</i>	Does not fit well within the Market Precinct plan. Is very large with high capex and oppex costs.	Will not yield enough space for at-grade parking.	
<i>Risks</i>	Lack of broader public support. Difficult business case to attract necessary funding.	Backlash by co-design group. Seen as backward step	Backlash by co-design group. Seen as backward step.

27. It is the officer's recommendation that the Dandenong Community Hub concept be redesigned to be comparable in size and budget to the Keysborough Hub, while maintaining all the core requirements set out in the 2021 Council resolution.
28. The co-design process has provided valuable insights into community priorities that can be used to form a revised architects brief in 2026. Officers acknowledge that some co-design participants will be unhappy for the current concept to be abandoned with a view that their work has been put aside, rendering it a wasted exercise. Council thanks the members of this co-design for their contribution. The members can contribute to this project through community consultation next year.
29. The co-design workshops and the valuable input from participants have helped establish a clear understanding of what is important. Similar to the criteria outlined in the early council resolutions, the ideas and preferences developed during the co-design process can serve as an additional set of requirements for the architects' briefing documents. Participants contributed detailed insights in several key areas, which have been captured and summarized at each stage of the process. These contributions have been categorised as follows;
- Bathrooms
 - Building Detail & Fitout
 - Building Layout
 - Café
 - Childcare
 - Community & Demography
 - Gallery
 - Gardens/ courtyards
 - Market Precinct
 - Parking & Roads
 - Playable Spaces/ Playgrounds
 - Site Location/ Access
 - Sustainability
 - Trees & Landscaping



30. In summary; The co-design group wants a facility that is inclusive, accessible, and designed for the future. Key features include a variety of restrooms and changing facilities, a flexible layout with active areas such as a café, childcare, and multipurpose spaces that overlook and enhance the welcoming community area, as well as a green and shaded landscape that connects the building to a larger pedestrian network linked to the market. It is important to have clear sightlines and proximity between indoor rooms and an outdoor play area. The facility should use durable, low-maintenance materials while prioritising sustainability and a modern aesthetic. While concerns about parking and traffic remain, the vision is to establish a vibrant, family-friendly community hub where individuals of all ages and backgrounds feel welcome.
31. It is the officer's recommendation that council acknowledges the valuable contribution of the co-design process and supports the plan to use these insights as key inputs into the architect's design brief for the scaled-down concept.
32. The 2026 Victorian state election is important opportunity for Dandenong council to consider. Every election cycle brings with it opportunities for large funding commitments in support of strategic projects, especially those that have broad community appeal. To best place the project for election funding promises, it will be important to have developed the project beyond simple concept plans.
33. The best position the project against the many others competing for funds during the 2026 elections, a range of promotional assets will be needed. Including:
 - Completed concept designs
 - Three dimensional renders and fly-through animations
 - Broad community support and activation
 - Promotional collateral such as webpages, prospectus
34. On this basis, it is believed that an accelerated program is needed to deliver these key advocacy assets by mid 2026 at the latest.
35. It is the officer's recommendation that the council supports an accelerated program to better position the project for attracting the necessary state government funding, regardless of which strategic option is chosen to move forward.

Governance Compliance

Human Resource Implications (consider Workforce Planning and Service Statements)

36. This item does not have an impact on existing human resources.

Financial/Asset Resource Implications (consider Service Statements, Budget, Long Term Financial Strategy and Asset Plan)

Operating Budget Implications

37. Depending on which strategic path forward council takes, there could be significant budget implications. Although only at concept stage, the cost of the current Hub design would be in the order of \$80M to construct, then \$4-5M per year to operate.
38. This is based on concept estimates placing the revised building cost only at \$65M, with a basement level carpark estimated to be \$12M-\$15M.



39. Estimates are in today's dollars, with further escalations expected over time, until such time the building is constructed.
40. If council chooses to support the officer recommendations; the project cost could be reduced significantly, with the most cost-effective project option being to re-visit a multi-story facility, potentially allowing for at-grade parking.

Asset Implications

41. This item affects an existing at-grade carpark within the reserve, which sits within the footprint of the proposed building. The existing 100 spaces within this carpark generally service overflow parking for the Dandenong Market and are expected to be considered as part of the overall parking requirements for the wider Dandenong Market Precinct Plan.

Legal/Risk Implications

42. There are no legal / risk implications relevant to this report.

Environmental Implications

43. There are no environmental implications relevant to this report.

Gender Impact Assessment

44. A gender impact assessment will be carried out at the detailed design stage of the project.

Community Consultation

45. The community consultation process is detailed in the Background, and Key Issues and Discussion sections of this report.

Links to Community Vision, Council Plan, Strategy, Notice of Motion

46. This report is consistent with the following principles in the Community Vision 2040:

- Safe and peaceful community.
- Education, training, entrepreneurship and employment opportunities.
- Sustainable environment.
- Art and culture.

47. This report is consistent with the following strategic objectives from the Council Plan 2025-29:

- A socially connected, safe and healthy city.
- A city that respects and celebrates diversity, our history and the arts.
- A city of accessible, vibrant centres and places.
- A green city committed to a sustainable future.
- A Council that demonstrates leadership, responsible use of public resources, and a commitment to investing in the community.

48. This report relates to the previous Council Resolution made on the 22 July 2024, as detailed in the Background section of this report.



Legislative and Policy Obligations

49. This report has considered Council's legislative and policy obligations (where applicable) as outlined in the Report Considerations section detailed in the front of this Agenda. The applicable obligations considered and applied are:

- Related Council Policies, Strategies or Frameworks.

MINUTE No. 274

Moved by: Cr Bob Milkovic

Seconded by: Cr Phillip Danh

That Cr Rhonda Garad be granted an extension of time of two (2) minutes to speak in support of the item.

CARRIED 7 / 0

MINUTE No.275

Moved by: Cr Bob Milkovic

Seconded by: Cr Sean O'Reilly

That Council:

- 1. APPROVES the Dandenong Community Hub concept be redesigned to be comparable in size and budget to the Keysborough Hub, while maintaining all the core requirements set out in the 2021 Council resolution;**
- 2. APPROVES the completion of the co-design process, acknowledges the valuable contribution of the co-design participants and support the plan to use these insights as key inputs into the ongoing architect's work;**
- 3. APPROVES to implement an accelerated program to better position the project for attracting the necessary state /federal government funding advocacy; and**
- 4. DIRECTS the officers to explore options for public private partnership opportunities including air rights above this project area.**

CARRIED 6 / 1

For - Cr Phillip Danh, Cr Alice Phuong Le, Cr Bob Milkovic, Cr Sean O'Reilly, Cr Sophie Tan and Cr Melinda Yim

Against - Cr Rhonda Garad



4.4.4 Dog Off-Leash Strategy 5 Year Review

Responsible Officer: Executive Director City Futures

Attachments: 1. Attachment 1 Dog Off Leash Strategy 2019 Five Year Review CBS 01122025 [4.4.4.1 - 12 pages]

Officer Recommendation

That Council NOTES the five-year review of the Dog Off Leash Strategy 2019 that has:

- **assessed the continued appropriateness of the Strategy's strategic objectives and key outcomes; and**
- **provides a progress update on the priority actions.**

Executive Summary

1. The Dog Off-leash Strategy (The Strategy) was adopted by Council in 2019. The purpose of The Strategy is to improve the Dog Off-leash Park network across the City of Greater Dandenong and address the 'gaps' in the current network.
2. The Strategy's Monitoring and Review chapter states: *This Strategy is to be reviewed in five years' time to track progress and ensure that the priorities are still in line with community expectations and requirements.* It is therefore timely for the Strategy to be reviewed in 2025.
3. A key action of the Strategy includes the development of six (6) new off-leash areas in 'gap' areas to improve equitable access to off-leash areas for dog owners.
4. The Strategy has twenty-one (21) priority projects, of which fourteen (14), including two (2) new off-leash areas have been completed as funding has been made available. In addition, there is one (1) in-progress project, as per Table 1. The completed projects have had a positive community benefit.
5. The priority for the next five years is to address the outstanding projects in the Action Plan. As per Table 2, there are seven (7) projects that have been prioritised to equitably implement the objectives of the Strategy. However, the timing of these projects is subject to funding being made available through Council's budget process.
6. Overall, the Dog Off Leash Strategy continues to progress well, and its key considerations, strategic approach and actions remain appropriate.

Background

7. The Strategy was informed by the *Domestic Animals Act (1994)* and Council Policy, including the *Domestic Animal Management Plan (DAMP) 2017-2020*, the *Open Space Strategy 2009* and other Council documents. The Strategy also considered the revised *Open Space Strategy 2020-2030* that was being developed at the same time as this Strategy.
8. The Strategy is closely aligned with the DAMP which states that Council must outline the ways in which it will:
 - Promote and encourage responsible ownership of cats and dogs.
 - Minimise the potential for dogs and cats to create a nuisance.



9. The DAMP refers directly to The Strategy - *Our community has also told us that they want further improved access to safe off-leash areas for exercising and socialising their pets. The 2019 Off-Leash Strategy has committed to increase the off-leash areas available for pet owners from fifteen (15) areas to twenty-one (21) areas within the term of this plan.*
10. The strategic objectives of The Strategy are:
 - To balance the needs and wishes of dog owners with the needs of the community for accessible and safe parks.
 - To expand the number of dog off-leash areas and ensure a more equitable distribution across the city.
 - To minimise potential conflicts between off-leash areas and other park activities.
 - To incorporate community views and preferences regarding the management and control of dogs in public spaces.
 - To encourage greater compliance with local laws through education and information.
11. Key outcomes of The Strategy are to:
 - Improve and expand the dog off-leash network across Greater Dandenong.
 - Increase accessibility to off-leash areas for all residents.
 - Have a method (criteria) to determine the suitability of a park for dog off-leash activities.
 - Categorise dog off-leash areas based on their suitability for small, medium and large sized dogs and promote this widely.
 - Promote and educate the community on Council's off-leash rules.
 - Revise mapping and off-leash information on Council's website and communicate updates to registered owners.
 - Have an implementation plan that provides guidance and indicative costs to guide the capital infrastructure works for the establishment and ongoing operation of dog off-leash areas (the implementation of the strategy will be subject to the support and funding of capital works bids as part of the budget process).
12. Aligned with the strategic objectives and key outcomes are The Strategy's six key considerations which enact the implementation of The Strategy.
 - Balancing the needs of dog owners and other park users
 - Criteria for new parks
 - Consistency and cost of infrastructure
 - Fencing
 - Dog waste and plastic dog bags
 - Mapping and education
13. A summary of achievements to date and an evaluation of each of these six considerations is included the attachment report (Attachment 1).
14. As part of this five-year review, the appropriateness of the strategic objectives, key outcomes and priority actions have been reviewed and their progress tracked. The review concluded that these all remain appropriate. (Refer to Section 4.1 of Attachment 1).



Key Issues and Discussion

15. Expanding the existing network from fifteen (15) to twenty-one (21) off-leash parks and undertaking alterations and improvements to some of the existing off-leash parks are key directions to address improving dog owners' equitable access to off-leash areas.
16. To expand and address gaps in the network, the Strategy has five key actions:
- Develop six new off-leash areas
 - Alter three existing off-leash areas
 - Make the two 'trial' off-leash park locations permanent.
 - Upgrade seven existing off-leash parks
 - Maintain the remaining three existing off-leash parks
17. The Summary Table 1 below provides a high-level status on the progress of the Action Plan.

Table 1

Projects	Completed	In Progress	Not Started	Total
New off leash parks (6 no.)	2		4	6
Altered existing off leash areas (3 no.)	3			3
Upgrade to existing off leash parks (7 no.)	4	3		7
'Trial' location made permanent (2 no.)	2			2
Maintain (3 no.)	3			3
TOTAL	14	3	4	21

18. The key achievements to date include:
- Two new off-leash parks developed, Clarendon Reserve, Keysborough and Keneally Reserve, Dandenong. This has increased the off-leash parks from fifteen to seventeen.
 - Alteration and expansion of two existing off-leash parks at Tirhatuan Park and Tatterson Park (both include a separate small breed fenced area).
 - The two 'trial' off-leash park locations: Birkley Court Reserve, Noble Park North and Fabian Reserve, Keysborough have been made permanent.



19. The key considerations of the next five years of the Strategy include:

- As per Table 2, completing the remaining seven projects in the Priority Action Plan.
- Provision of infrastructure – There has been an increase in community expectations for additional infrastructure to be provided within the off-leash areas. Examples include a gravel path to improve accessibility to seats, a picnic table and trees. This additional infrastructure has been included in the budget for the remaining priority projects as per Table 2.
- Fencing off-leash areas – Requests from the community to fully fence off-leash areas and provide infill fencing to partially fenced off-leash areas where residents consider there is conflict between dogs and other recreation activities. Fencing has been included in the budget for the priority projects, as per Table 2.
- Increased cost of implementing off-leash projects - Since 2019 the cost of implementing the off-leash parks with required assets, infrastructure and labour has increased. Whilst this is challenging financially, it is important to deliver off-leash parks that are supported by the community, are safe, useable and visually appealing. The project budgets in Table 2 have been updated to reflect current cost estimates.

20. The priority over the next five years is to complete the four new off leash parks to address the 'gap' areas and complete upgrades to three existing off-leash parks, as per the priority order with indicative costings in Table 2 below.

Table 2 – Priority Projects

Priority	Reserve	Category	Project type	Indicative Cost
1	Simpson Reserve, Dandenong North	small	new	\$84,000
2	Oakwood Reserve, Noble Park North	small	new	\$70,000
3	Goodman Reserve, Noble Park	small	new	\$70,000
4	Burden Park, Springvale South	small-medium	new	\$200,000
5	Warner Reserve, Springvale	medium	upgrade	\$290,000
6	Greaves Reserve, Dandenong	large	upgrade	\$96,000
7	Fotheringham Reserve, Dandenong	medium	upgrade	\$60,000

21. The rationale for the above projects is outlined in Attachment 1 under Section 5 – Plan for Next 5 Years.

22. Overall, the five-year review of the Strategy has confirmed that the strategic objectives and key outcomes of The Strategy remain relevant, with the underlying principles being sound and in accordance with community expectations and requirements.

23. It is intended that all new and upgraded parks identified in The Strategy are addressed by the end of The Strategy life, subject to funding.

24. A full review of The Strategy should be undertaken in five years (2029-30) to review the strategic objectives, key outcomes and assess progress of the Action Plan to ensure that the new Strategy meets the requirements of the community.



Governance Compliance

Human Resource Implications (consider Workforce Planning and Service Statements)

25. This item does not have an impact on existing human resources.

Financial/Asset Resource Implications (consider Service Statements, Budget, Long Term Financial Strategy and Asset Plan)

Operating Budget Implications

26. The financial implications of this report include an anticipated cost of \$870,000 to complete the seven priority projects. The implementation of these projects will be subject to available funding in this five year period.

Asset Implications

27. This item increases the use of council assets. The ongoing maintenance costs have been assessed and included in operating and resource costings. The implementation costs for each of the remaining seven priority projects is subject to future budget considerations.

Legal/Risk Implications

28. There are no legal / risk implications relevant to this report.

Environmental Implications

29. There are no environmental implications relevant to this report.

Gender Impact Assessment

30. A gender impact assessment is not required.

Community Consultation

31. Community consultation was undertaken prior to the development of The Strategy and assisted in its development. This current process is an internal review only of the ongoing appropriateness of The Strategy, and as such does not require community consultation. A further community consultation exercise will be undertaken when a new strategy is developed in five years.

Internal Consultation

Key Stakeholders	Community Amenity, Open Space Planning and Parks
If this is a policy has it been reviewed by the Staff Consultative Committee	No – not applicable
If this is a policy has it been reviewed by the Audit and Risk Committee?	No – not applicable
Has this been reviewed by Governance?	Not applicable, as internal review of existing policy



Links to Integrated Planning Framework

32. This report is consistent with the following tier of the Integrated Planning Framework:

- ☐ Tier 1 – Council Plan and Municipal Public Health and Wellbeing Plan
- ☐ Tier 2 – Annual Plan, Long Term Financial Plan, Asset Plan, Workforce Plan
- ☒ Tier 3 – Priority Strategies, Mandated Documents, Strategic Land Use Plans, Asset and Infrastructure Documents
- ☒ Tier 4 – Supporting Plans, Discretionary Policies, Procedures and other Guidelines

Links to Community Vision and Council Plan

33. This report is consistent with the following principles in the Community Vision 2040:

- Safe and peaceful community.
- Sustainable environment.
- Mind, body and spirit.

34. This report is consistent with the following strategic objectives from the Council Plan 2025-29:

- A socially connected, safe and healthy city.
- A city of accessible, vibrant centres and places.
- A green city committed to a sustainable future.

Legislative and Policy Obligations

35. This report has considered Council's legislative and policy obligations (where applicable) as outlined in the Report Considerations section detailed in the front of this Agenda. The applicable obligations considered and applied are:

- Related Council Policies, Strategies or Frameworks.

MINUTE No.276

Moved by: Cr Phillip Danh

Seconded by: Cr Rhonda Garad

That Council NOTES the five-year review of the Dog Off Leash Strategy 2019 that has:

- **assessed the continued appropriateness of the Strategy's strategic objectives and key outcomes; and**
- **provides a progress update on the priority actions.**

CARRIED 7 / 0



4.4.5 Appointment of Councillors to Taylors Road Landfill Committee

Responsible Officer: Executive Director Strategy & Corporate Services
Attachments: Nil

Officer Recommendation

That Council appoints Councillor Rhonda Garad as the Council representative and Councillor Jim Memeti as the alternate representative on the Taylors Road Landfill Community Reference Group for the 2025–2026 Mayoral Term.

Executive Summary

1. To confirm the appointment of Councillor representatives to the Taylors Road Landfill Community Reference Group for the 2025–2026 Mayoral Term.

Background

2. At Council's Annual Meeting on 13 November 2026, Council resolved a schedule of proposed appointment of Council liaisons and representatives to committees, peak industry bodies, regional and community associations for 2025-2026.
3. Council representation on the Taylors Road Landfill Community Reference Group was proposed to be by Officers only; however, ongoing community interest and engagement requirements and Councillor feedback have confirmed the need for continued Councillor representation.
4. This group meets monthly with SUEZ, the landfill operator. Membership comprises SUEZ representatives and local community members, and meetings are chaired by SUEZ. Council participates in an observer capacity.
5. The Committee plays an important role in:
 - Monitoring compliance with environmental standards.
 - Facilitating communication between stakeholders.
 - Providing feedback on operational issues and community concerns.

Governance Compliance

Human Resource Implications (consider Workforce Planning and Service Statements)

6. This item does not have an impact on existing human resources.

Financial/Asset Resource Implications (consider Service Statements, Budget, Long Term Financial Strategy and Asset Plan)

Operating Budget Implications

7. There are no financial implications associated with this report.

Asset Implications

8. This item does not affect any existing assets.



Legal/Risk Implications

9. There are no legal / risk implications relevant to this report.

Environmental Implications

10. There are no environmental implications relevant to this report.

Gender Impact Assessment

11. A gender impact assessment is not required.

Community Consultation

12. There was no requirement for community consultation.

Links to Community Vision, Council Plan, Strategy, Notice of Motion

13. This report is consistent with the following principles in the Community Vision 2040:

- Sustainable environment.

14. This report is consistent with the following strategic objectives from the Council Plan 2025-29:

- A socially connected, safe and healthy city.
- A green city committed to a sustainable future.
- A Council that demonstrates leadership, responsible use of public resources, and a commitment to investing in the community.

Legislative and Policy Obligations

15. Not Applicable

MINUTE No.277

Moved by: Cr Rhonda Garad

Seconded by: Cr Phillip Danh

That Council appoints Councillor Rhonda Garad as the Council representative and Councillor Jim Memeti as the alternate representative on the Taylors Road Landfill Community Reference Group for the 2025–2026 Mayoral Term.

CARRIED 7 / 0



4.4.6 Re-appointment of Director - Dandenong Market Pty Ltd (DMPL)

Responsible Officer: Executive Director City Futures
Attachments: Nil

Officer Recommendation

That Council re-appoints Mr Jerome Gauder as a Non-Executive Director of Dandenong Market Pty Ltd for a further three (3) years commencing 14 December 2025 and concluding on 13 December 2028.

Executive Summary

1. This report recommends that Council re-appoint Mr Jerome Gauder as a Non-Executive Director of Dandenong Market Pty Ltd for a further three (3) year term commencing 14 December 2025.

Background

2. Dandenong Market Pty Ltd (DMPL) was established in September 2012 as a means of Council establishing a skills-based Board to drive the strategic direction and operations of the Dandenong Market. Since then, the Board has provided an extremely valuable service to Council and the Market has continued to evolve and develop including initiatives such as the introduction of Sunday trading, night markets and a full program of festivals and events.
3. The Market is an extremely valuable asset, not only to the City of Greater Dandenong, but also to the region, and acts as an important community networking vehicle that brings together people from all different backgrounds in the one (1) location. It also remains a reliable source of fresh produce and goods at a very reasonable price.
4. DMPL originally consisted of five (5) Directors which were appointed by Council under the terms of the DMPL Constitution (which requires Director appointments to be made by the Shareholder (Council)). Mr Gauder joined the Board under a formal resolution on 14 December 2020 and a re-appointment on 27 November 2023.

Key Issues and Discussion

5. It is proposed that Council reappoints Mr Jerome Gauder as Non-Executive Director of Dandenong Market Pty Ltd for a further three (3) years commencing 14 December 2025 which will take him up to eight (8) years of continuous service.
6. Under the Constitution that governs Dandenong Market Pty Ltd (DMPL), Clause 9.1 provides that the number of company directors shall be not less than two (2) nor more than five (5). It further provides that the Shareholder (Council) may, by resolution, appoint a person as a Director for a term up to three (3) years.
7. It also allows for a Director who has reached the end of the term of their appointment to be eligible for re-appointment, provided that their total continuous term of appointment as a director is not more than nine (9) years.
8. DMPL currently operates with five (5) Director positions. The purpose of this report is to recommend the reappointment of one Director for a further three (3) years under the rules of the DMPL Constitution.



Governance Compliance

Human Resource Implications (consider Workforce Planning and Service Statements)

9. This item does not have an impact on existing human resources.

Financial/Asset Resource Implications (consider Service Statements, Budget, Long Term Financial Strategy and Asset Plan)

Operating Budget Implications

10. There are no financial implications associated with this report.

Asset Implications

11. This item does not affect any existing assets.

Legal/Risk Implications

12. There are no legal / risk implications relevant to this report.

Environmental Implications

13. There are no environmental implications relevant to this report.

Gender Impact Assessment

14. A gender impact assessment is not required.

Community Consultation

15. As this is a reappointment, the position of Director has only been discussed with the Chairperson of DMPL and the General Manager Dandenong Market.

Links to Community Vision, Council Plan, Strategy, Notice of Motion

16. This report is consistent with the following principles in the Community Vision 2040:

- Safe and peaceful community.
- Education, training, entrepreneurship and employment opportunities.
- Embrace diversity and multiculturalism.

17. This report is consistent with the following strategic objectives from the Council Plan 2025-29:

- A socially connected, safe and healthy city.
- A city that respects and celebrates diversity, our history and the arts.
- A city of accessible, vibrant centres and places.
- A green city committed to a sustainable future.
- A city that supports business, entrepreneurship, quality education and employment outcomes.
- A Council that demonstrates leadership, responsible use of public resources, and a commitment to investing in the community.



Legislative and Policy Obligations

18. This report has considered Council's legislative and policy obligations (where applicable) as outlined in the Report Considerations section detailed in the front of this Agenda. The applicable obligations considered and applied are:

- The Overarching Governance Principles of the *Local Government Act 2020*.
- *Victorian Charter of Human Rights and Responsibilities 2006*.
- Related Council Policies, Strategies or Frameworks.

MINUTE No.278

Moved by: Cr Rhonda Garad

Seconded by: Cr Phillip Danh

That Council re-appoints Mr Jerome Gauder as a Non-Executive Director of Dandenong Market Pty Ltd for a further three (3) years commencing 14 December 2025 and concluding on 13 December 2028.

CARRIED 7 / 0



4.4.7 List of Registered Correspondence to Mayor and Councillors

Responsible Officer: Manager Governance, Integrity, Risk & Legal
Attachments: 1. List of Registered Correspondence to Mayor and Councillors [4.4.7.1 - 2 pages]

Officer Recommendation

That the listed items for the period 17 November 2025 to 28 November 2025 provided in Attachment 1 to this report be received and noted.

Executive Summary

1. Subsequent to past Council resolutions in relation to the listing of registered incoming correspondence addressed to the Mayor and Councillors, Attachment 1 to this report provides a list of this correspondence for the period 17 to 28 November 2025.

MINUTE No.279

Moved by: Cr Bob Milkovic

Seconded by: Cr Melinda Yim

That the listed items for the period 17 November 2025 to 28 November 2025 provided in Attachment 1 to this report be received and noted.

CARRIED 7 / 0



4.4.8 Report on Matters Discussed at Councillor Briefing Sessions and Pre Council Meetings

Responsible Officer: Executive Director Strategy & Corporate Services
Attachments: Nil

Officer Recommendation

That Council RECEIVES and NOTES the information contained in this report.

Executive Summary

1. As part of Council's ongoing efforts to improve transparency in Council processes, matters discussed at Councillor Briefing Sessions & Pre-Council Meetings (other than those matters designated to be of a confidential nature) are reported on at Council meetings.
2. The matters listed in this report were presented to Councillor Briefing Sessions & Pre-Council Meetings during the period 10 November – 1 December 2025.

Background

3. The Executive Team and associated staff at Greater Dandenong City Council host Councillor Briefing Sessions and Pre-Council Meeting on a regular basis (weekly) to inform Councillors about the work officers are undertaking, share information, obtain feedback and discuss strategies and options for current and future work.
4. To ensure transparency in this process matters discussed at Councillor Briefing Sessions and Pre-Council Meetings (other than those matters designated to be confidential under the *Local Government Act 2020*) are reported on at Council meetings. This report represents matters discussed at the Councillor Briefing Sessions & Pre-Council Meetings during the period 10 November – 1 December 2025.

Matters Presented for Discussion

Item		Councillor Briefing Session/Pre-Council Meeting
1	<p>General Discussion</p> <p>Councillors and Council officers briefly discussed the following items:</p> <ul style="list-style-type: none">a. Councillor representatives on Committees for 2025-2026;b. Media update;c. Proposed Basement car park closures;d. Parliamentary Advocacy Bill;e. Staff recruitment; and <p>Agenda items for the Council meeting of 10 November 2025.</p>	<p>Pre-Council Meeting (PCM) – 10 November 2025</p>



2	<p>Aged Care Act – Responsible Person Suitability Matters</p> <p>Councillors were briefed on the proposed reforms to the Aged Care Act 2024, which introduce new governance obligations for aged care providers and their responsible persons. Key changes include:</p> <ul style="list-style-type: none">• A statutory duty for providers to ensure, as far as reasonably practicable, that their conduct does not cause harm to individuals receiving aged care services.• A new Responsible Person Duty, requiring board members and senior executives to exercise due diligence to ensure compliance with provider obligations.• Strengthened suitability requirements for responsible persons, including mandatory checks and ongoing monitoring, with civil penalties for non-compliance. <p>These changes aim to improve accountability, governance, and care quality in response to recommendations from the Royal Commission into Aged Care Quality and Safety.</p>	Councillor Briefing Session (CBS) – 17 November 2025
3	<p>Economy and Place Strategy Councillor Workshop</p> <p>Councillors participated in a workshop after which a draft Strategy will be developed with a gender impact assessment undertaken and incorporated and presented to Council in early-2026 for community consultation. The final strategy will be presented with a five year action plan for Council approval by mid-2026.</p>	Councillor Briefing Session (CBS) – 17 November 2025
4	<p>Dandenong Community Hub – Concept Design</p> <p>Councillors were provided with an update on the Dandenong Hub project, including three strategic options for progressing the concept design. The briefing outlined the risks and opportunities associated with each option:</p> <ul style="list-style-type: none">• Progress the current concept• Reduce the size and revisit the concept design• Reconsider multi-level design options.	Councillor Briefing Session (CBS) – 17 November 2025
5	<p>2025-26 Mid-Year Budget</p> <p>As part of Council's approach to managing its finances actively within budgetary parameters, Council annually considers a Mid-Year Budget Review. Councillors considered relevant information regarding the 2025-26 Mid-Year Budget.</p>	Councillor Briefing Session (CBS) – 17 November 2025
6	<p>Community Engagement Policy Review</p> <p>Councillors were briefed on proposed updates to Council's Community Engagement Policy. The changes aim to modernise and streamline the policy by:</p> <ul style="list-style-type: none">• Aligning its format with other Council policies for consistency and clarity.	Councillor Briefing Session (CBS) – 17 November 2025



	<ul style="list-style-type: none">• Providing clearer guidance on how engagement methods are selected to suit project scope and community needs.• Introducing flexibility in determining engagement timeframes to allow tailored approaches for different initiatives. <p>These updates are intended to strengthen transparency and responsiveness in Council's engagement practices.</p>	
7	<p><i>Councillor Media Policy and Councillor Social Media Guidelines</i></p> <p>Councillor feedback was sought on the review of Council's Councillor Media Policy, which currently covers both mainstream media and social media. The proposed changes include:</p> <ul style="list-style-type: none">• Separating social media content from the policy, limiting its scope to mainstream media matters only.• Making modest updates to improve clarity and modernise language, including references to the Deputy Mayor and removal of redundant wording.• Introducing Social Media Guidelines as an informative resource to help mitigate risks associated with social media use.	<i>Councillor Briefing Session (CBS) – 17 November 2025</i>
8	<p><i>General Discussion</i></p> <p>Councillors and Council officers briefly discussed the following items:</p> <ol style="list-style-type: none">a. Upcoming Councillor Professional Development Training;b. Dandenong Market end of year celebrations; and <p>Agenda items for the Council meeting of 24 November 2025.</p>	<i>Councillor Briefing Session (CBS) – 17 November 2025</i>
9	<p><i>General Discussion</i></p> <p>Councillors and Council officers briefly discussed the following items:</p> <ol style="list-style-type: none">a. Update on glass bin program;b. Upcoming civic events; and <p>Agenda items for the Council meeting of 24 November 2025.</p>	<i>Pre-Council Meeting (PCM) – 24 November 2025</i>
10	<p><i>Councillor Professional Development Training</i></p> <p>Topics covered:</p> <ul style="list-style-type: none">• Renewing Councillor group commitment to work as a team;• Effective Strategic Planning; and• Representing and Responding to the Needs of the Municipality.	<i>Councillor Briefing Session (CBS) – 26 November 2025</i>
11	<p><i>Update on the Rooming House Taskforce</i></p> <p>Councillors were provided with an update on the Rooming House Taskforce, including its recent activities and ongoing priorities. The briefing outlined progress on initiatives aimed at improving compliance, safety, and</p>	<i>Councillor Briefing Session (CBS) – 1 December 2025</i>



	amenity standards in rooming houses, as well as collaborative efforts with relevant agencies to address emerging issues.	
12	<i>Councillor Contact with Developers, Submitters & Lobbyists Policy</i> Councillors were briefed on the review of the Councillor Contact with Developers, Submitters and Lobbyists Policy, originally adopted in March 2022 with a two-year review requirement. The review confirmed the policy remains relevant in supporting transparent and accountable governance. Minor amendments are proposed to improve terminology, clarify language, align with contemporary legal interpretation, and reinforce Council's commitment to integrity in the planning process.	<i>Councillor Briefing Session (CBS) – 1 December 2025</i>
13	<i>Open Space Improvements Five Year Plan</i> Councillors were briefed on the development of a draft Five-Year Open Space Plan, which will provide clear direction for Council and the community on priority open space projects over the next five years. The proposed approach includes funding the plan through the Open Space Improvements Reserve, considered a logical and appropriate mechanism to support its implementation.	<i>Councillor Briefing Session (CBS) – 1 December 2025</i>
14	<i>Housing Strategy Update</i> Councillors were updated on the development of the draft Greater Dandenong Housing Strategy, including proposed actions such as investigating Council-owned sites for affordable housing and exploring rate reductions for housing associations. Officers outlined that Council's position on these actions will influence whether the strategy can progress.	<i>Councillor Briefing Session (CBS) – 1 December 2025</i>
16	<i>General Discussion</i> Councillors and Council officers briefly discussed the following items: <ul style="list-style-type: none">a. Update on upcoming 'Dandy Vibes' events;b. Upcoming end of year events;c. CCTV program update;d. Recent community workshops; and Agenda items for the Council meeting of 8 December 2025.	<i>Councillor Briefing Session (CBS) – 1 December 2025</i>



Apologies

5. Councillor Melinda Yim submitted an apology for the Pre-Council Meeting on 10 November 2025.
6. Councillor Isabella Do submitted an apology for the Councillor Briefing Session on 17 November 2025.
7. Councillor Lana Formoso submitted an apology for the Pre-Council Meeting on 24 November 2025.
8. Councillors Lana Formoso and Councillor Jim Memeti submitted apologies for the Councillor Professional Development Training Session on 26 November 2025.
9. Councillor Lana Formoso, Councillor Jim Memeti and Councillor Loi Truong submitted apologies for the Councillor Briefing Session on 1 December 2025.

Legislative and Policy Obligations

10. Section 9 of the *Local Government Act 2020* (LGA2020) states that a Council must in the performance of its role give effect to the overarching governance principles.
11. Reporting on matters discussed at Councillor Briefing Sessions and Pre-Council Meetings gives effect to the overarching governance principles (in particular, section 9(i) of the *Local Government Act 2020*) in that the transparency of Council actions and information is ensured.

MINUTE No.280

Moved by: Cr Rhonda Garad

Seconded by: Cr Phillip Danh

That Council RECEIVES and NOTES the information contained in this report.

CARRIED 7 / 0



5 NOTICES OF MOTION

Nil.



6 REPORTS FROM COUNCILLORS/DELEGATED MEMBERS AND COUNCILLORS' QUESTIONS

Question

Cr Rhonda Garad

My first question concerns Council's policy on fireworks. Over the weekend, I received numerous emails and distressed phone calls from residents in Keysborough South regarding a fireworks display in a farming area. Many residents were not notified and some own expensive horses and livestock that could have been harmed.

Why was no permit required for this event? Our policy, which has not been updated since 2021, states that all fireworks require a permit. This event apparently did not need one and caused significant distress and potential financial and animal harm.

Response

Sanjay Manivasagasivam, Executive Director City Futures

Yes, our policy is outdated and we are in the process of updating it early next year.

Currently, permits are required only for fireworks on public land. This event was held on private land, so no Council permit was necessary. However, we worked with the organisers and requested they notify surrounding areas, which they did.

Unfortunately, Kingston Council also held a Christmas Carols event with fireworks on the same night within a five-kilometre radius, which added to residents' distress. We will review this matter and work with organisers to improve processes next year.

Follow-up Question

Cr Rhonda Garad

So, if I let off fireworks on my private land, that is acceptable? I was under the impression a permit was required for any fireworks.

Response

Sanjay Manivasagasivam, Executive Director City Futures

No, individuals cannot set off fireworks on private property. That is illegal. The organisers of this event did not need a Council permit because it was on private land, but they were required to comply with State Government regulations and safety measures overseen by WorkSafe. Council's policy only covers public land and Council events. We will update this policy.

Response

Jacqui Weatherill, Chief Executive Officer

Fireworks are regulated by WorkSafe, a State Government authority, not Council. Organisers must use licensed pyrotechnic experts and comply with State safety requirements.

Cr Rhonda Garad

I remain confused because our policy states a permit is required for any fireworks. I believe this is why the public is also confused. I would appreciate a briefing report on Council's fireworks policy.

Response

Jacqui Weatherill, Chief Executive Officer

Officers will prepare a briefing note for Councillors on fireworks regulations and policy.



Question

Cr Rhonda Garad

My next question relates to the Table Tennis Centre. Residents managing the centre are concerned about its future. Is there anything in writing about its tenure? Have we liaised with them? They are uncertain about expansion and the building's future.

Response

Sanjay Manivasagasivam, Executive Director City Futures

Council has resolved to retain the Table Tennis Centre on its current site as part of the Dandenong Wellbeing Centre project. The building will remain and the club will continue operating there. We are working with the club on logistics. Construction of the Wellbeing Centre will occur first, followed by demolition of the current office building. This is approximately 18 months away.

Comment

Cr Rhonda Garad

Thank you. That is more information than they currently have. Please provide updates on decisions so I can inform them accurately.

Response

Jacqui Weatherill, Chief Executive Officer

Council has been liaising with the group regarding security and tenure. I will provide a briefing note to all Councillors outlining the work undertaken by our recreation team. Officers will also reassure the group if needed.

Comment

Cr Bob Milkovic

As this is the last meeting of the year, I wish all Councillors, staff and residents a Merry Christmas and a Happy New Year.

Comment

Cr Alice Phuong Le

I attended these events over the past two weeks:

On Friday 28 November 2025, I attended the United Community Helpers (UC) end-of-year event.

On Friday 5 December 2025, I attended the Carols in Harmony Square.

Cr Rhonda Garad left the meeting at 8.22pm.

Question

Cr Alice Phuong Le

I have several questions regarding Springvale Central during the busy holiday season

There is a mess under the Springvale Station underpass. Residents have complained. Is Council responsible for cleaning this or who is responsible for this?



Response

Sanjay Manivasagasivam, Executive Director City Futures

The underpass is Council's responsibility. Cleaning was delayed because two homeless individuals were living there and were hostile to staff.

We worked with Launch Housing and Victoria Police to relocate them and cleaned the site last Saturday.

Question

Cr Alice Phuong Le

Can Council increase cleaning and bin collection at Springvale Central during this busy period?

Response

Sanjay Manivasagasivam, Executive Director City Futures

Regarding Springvale Central, we clean daily and collect bins twice a day, with additional services on weekends and during the holiday period. Increasing services will incur extra costs and we need cooperation from traders who often misuse public bins for commercial waste.

Question

Cr Alice Phuong Le

Do we have any solutions or support for homeless people in Springvale during summer?

Response

Marcus Forster, Acting Executive Director Community Strengthening

Council partners with Launch Housing, which provides outreach services to rough sleepers. Support depends on individuals accepting assistance.

Please notify Council of any rough sleepers so outreach teams can respond.

Question

Cr Alice Phuong Le

Around Springvale Shopping Centre, many vendors sell food without proper food safety checks. Traders who pay rent and comply with regulations have complained.

Do we have a process to address this?

Response

Sanjay Manivasagasivam, Executive Director City Futures

Council officers regularly patrol and move on unauthorised vendors. Traders should report incidents to Customer Service so officers can respond promptly.

Comment

Cr Phillip Danh, Deputy Mayor

On Friday 5 December 2025, I attended the Carols in Harmony Square, it is one of my favourite events. I thank all performers, school choirs and teachers.

I also wish everyone a Merry Christmas. 2025 has been a big year with many achievements, including new tennis courts at Parkfield Tennis Club, library lockers in Noble Park and the launch of the Keysborough Hub.

We have seen major projects commence, such as the Dandenong Wellbeing Centre and vibrant community events like the night markets. Let us stay focused and continue working hard for residents.



Comment

Cr Melinda Yim

I attended the following events over the past two weeks:

On Thursday 2 December 2025, I attended the Youth Leadership Celebration.

On Thursday 4 December 2025, I attended Volunteer Appreciation Event with a few other councillors.

On Saturday 6 December 2025, I attended the Dandenong Veterinary Hospital's 100-year celebration.

I also wish everyone a safe and happy holiday season.

Comment

Cr Sean O'Reilly

Springvale Rise Primary School was nationally recognised for being among the most improved schools in NAPLAN results.

I request the Mayor write a letter of congratulations to the school.

Comment

Cr Sophie Tan, Mayor

I have attended the following events over the past two weeks:

On Tuesday 25 November 2025, I attended the Walk Against Family Violence, there was a large turnout with people walking from Dandenong Market to Harmony Square and for the ceremony. I would like to give a shout out to the guest speaker Elvis Martin offering a touching reflection on his lived experience and thank you to everyone who was involved.

On Wednesday 26 November 2025, I attended the Secondary School Transitions Forum 2025 which supported grade 6 students transitioning to secondary school, learning how to be confident with entering into high school

On Thursday 27 November 2025, I attended the 2025 Australian Martial Arts Festival, Springvale Town Hall, supported by the Victorian 2025–2026 Multicultural Festivals and Events Program. This event reflects Australian Oriental Martial Arts Tai Chi Inc's commitment to celebrating diversity fostering community spirit and promoting intercultural understanding.

On Friday 28 November 2025, I attended the Albanian Independence Day flag-raising ceremony hosted by the Albanian Community of Dandenong. Later that evening I attended the UC Helpers end-of-year event: Celebrating Community and Cultural Heritage.

On Saturday 29 November 2025, I attended the Kannada Rajyotsava celebration hosted by Melbourne Kannada Sangha (MKS). MKS plays a pivotal role in nurturing cultural identity, promoting social cohesion and fostering community harmony within the vibrant Kannada-speaking population of over 20,000 people in Victoria. Later that evening I attended the Spartan Gala Night Dinner hosted by the Spartan Borneo Club a special evening celebrating "Unity in Diversity", bringing together community members for a night of cultural performances.

On Tuesday 2 December 2025, I had the privilege to open the IVE Group's new industrial facility in the Rubix Connect estate. Later that day, I paid a visit to Calvery Kingston to present flowers to two centenarians living at this nursing home, one turned 101 and the other 112, which is the oldest resident within Greater Dandenong, congratulations to them both. Later that evening I attended the Youth Leadership Celebration, celebrating the achievements of young people who have successfully completed Council's Young Leadership Program.



On Wednesday 3 December 2025, I attended the International Day of People with Disability - an inclusive celebration to recognise the contributions, achievements and diverse experiences of people of all ages and abilities. Later that evening I attended Dandenong Market End of Year Celebration & Trader Award Night congratulations to the following:

- Shop of the Year: Saccha Sugarcane
- People's Choice Winners: 5 Rivers Fruit & Veg; Dandy Free Range; Peanut Market; Dandee Donuts and Louise's Pet Supplies
- Special Category Winners: NZ Street Food; Nesh's Corner Deli and Orchid Fresh Flowers

On Thursday 4 December 2025, I attended the 2025 Mayoral Training Program with Deputy Mayor Danh which included the 2025 Mayors Institute Oration & celebration of Mayoral Achievements networking event

On Friday 5 December 2025, I attended Carols in Harmony Square, congratulations to everyone who was a part of this as well as the community for being a part of this great event. Later that evening I attended the South Eastern Melbourne Vietnamese Association Council (SEMVAC) End of year event

On Saturday 6 December 2025, I attended the Dandenong Veterinary Hospital - 100-year birthday celebration.

Question

Cr Sophie Tan, Mayor

There are potholes along Chandler Road. When will they be repaired?

The former CFA and Ambulance building near Dandenong Hospital has been vacant for over a year and is attracting squatters. Can officers investigate ownership and address this?

Response

Sanjay Manivasagasivam

Chandler Road is managed by VicRoads. We will refer the matter to them. We will also investigate the vacant building near the hospital.

Jacqui Weatherill, Chief Executive Officer tabled a listing of responses to questions taken on notice/requiring further action at the previous Council meeting. A copy of the responses is provided below.



COUNCILLOR QUESTIONS TAKEN ON NOTICE/REQUIRING FURTHER ACTION

Date of Council Meeting	Question Asked By	Subject & Summary of Question	Responsible Officer	Date of Completion	Summary of Response
24/11/25 CQT1	Cr Sean O'Reilly	Letter to Joe Rechichi OAM If a letter has not already been organised, can we please send a letter to Joe Rechichi OAM congratulating him on 25 years of service as Chairperson of the Springvale Benevolent Society.	Mayors EA	08/12/2025	Initial response provided 24/11/2025: Thank you for bringing this to our attention we will get this organised. Further response provided 8/12/2025: The letter will be sent today. COMPLETED
24/11/25 CQT2	Cr Loi Truong	Bird deaths at shopping Centre Residents have contacted myself to make me aware there has been a lot of bird deaths at the Athol Road Shopping Centre, does Council know the cause?	Executive Director City Futures	02/12/2025	Initial response provided 24/11/2025: I will take this on notice and provide a response later. Further response provided 02/12/2025: After conducting a thorough review, we found that the Council has not been made aware of a significant number of bird deaths at this location recently. Our rangers frequently patrol the area, and their most recent observations indicate that there was no food left out, and no birds present on the property. We will continue to monitor this property. COMPLETED
24/11/25 CQT3	Cr Jim Memeti	Letter to organisers of Hidden Gem Festival	Mayors EA	08/12/2025	Initial response provided 24/11/2025: This question was taken on notice.

Reports from Councillors/Delegates & Councillors' Questions – Questions Taken on Notice

1 / 4

Date of Council Meeting	Question Asked By	Subject & Summary of Question	Responsible Officer	Date of Completion	Summary of Response
		Can Council send a letter of thanks to the organisers of Hidden Gem Festival and Market.			Further response provided 08/12/2025: The letter will be sent today. COMPLETED
24/11/25 CQT4	Cr Jim Memeti	Request for time-limited parking on Hemmings Street Shopkeepers on Hemmings Street requested time-limited parking (two to three hours during business hours). Could officers investigate this?	Executive Director City Futures	04/12/2025	Initial response provided 24/11/2025: This question was taken on notice. Further response provided 04/12/2025: Thank you for your request for timed-parking restrictions within the off-street car park accessed via Hemmings Street and Marion Street, Dandenong. Officers will look at timed parking restrictions within this car park. On-street parking along Hemmings Street is currently time-restricted to '2P, 8am–6pm, Mon–Sat' to ensure turnover for nearby businesses, while off-street parking is intended to accommodate a mix of parking durations. We are aware of a reasonable amount of staff parking (for the shops etc.) within this car park as well as some residential parking during periods where there is still plenty parking space available for customers. As a result, we are likely to propose only a section of this car park for the introduction of further restrictions. Any changes to parking restrictions will be subject to consultation with nearby businesses. COMPLETED

Reports from Councillors/Delegates & Councillors' Questions – Questions Taken on Notice

2 / 4



Date of Council Meeting	Question Asked By	Subject & Summary of Question	Responsible Officer	Date of Completion	Summary of Response
24/11/25 CQT5	Cr Jim Memeti	Report on Veolia fines and earliest closure date for Lyndhurst landfill Veolia took over only a few years ago I have read in local papers they have been fined for multiple things. Can we have a report back to council on how many fines they have received from EPA, and any received from Council? Also a report of when will the earliest closure of this landfill be?	Executive Director City Futures	02/12/2025	Initial response provided 24/11/2025: Happy to gather information and get this report to update the Council in the near future. Further response provided 02/12/2025: A report will be brought forward to Council early 2026, no further action required until then. COMPLETED
24/11/25 CQT6	Cr Rhonda Garad	Taylor's Road landfill reports I would like a detailed report on how many breaches Veolia has had. What are the remedies, why do they keep recurring? And why has their license not been breached?	Executive Director City Futures	02/12/2025	Initial response provided by 24/11/2025: Question taken on notice. Further response provided 02/12/2025: A report will be brought forward to Council early 2026, no further action required until then. COMPLETED
24/11/25 CQT7	Cr Bob Milkovic	Letters to Candidates regarding Removal Election Signage Election corflute signs remain on private properties months after the election. Can Council arrange for these to be removed?	Executive Director City Futures	02/12/2025	Initial response provided by 24/11/2025: If the corflutes are on private property, removal is the owner's responsibility. We can contact candidates' offices to request the removal. Further response provided 02/12/2025: The question was answered on the night, and no further response will be required. COMPLETED



7 URGENT BUSINESS

No urgent business was considered.



8 CLOSE OF BUSINESS

The Meeting closed at 8.40pm.

Signature